

REGIONAL DISTRICT OF NANAIMO
REGULAR BOARD MEETING
TUESDAY, MARCH 22, 2011
(immediately following the Hospital Board meeting)
(RDN Board Chambers)

A G E N D A

PAGES

- 1. CALL TO ORDER**
- 2. DELEGATIONS**
 - 15 **Chuck Fenton, Arrowsmith Parks and Land-Use Council**, re Environmental Criteria for the Fairwinds OCP Amendment Applications.
 - 16 **L. Christian Hansen**, re Nanoose Bay Official Community Plan.
 - 17 **John Kehoe, Zeke Zak & Darren Jupe** re Implications of the Lakes District Project for the Trades.
 - 18 **Bob Popple, Fairwinds Community Association**, re Extent of Fairwinds Community Association Support for the Proposed Fairwinds Schooner Cove & Lakes District Neighbourhood Plans.
 - 19 **Brian Steane**, re Fairwinds Proposed Development.
 - 20 **Christopher Stephens**, re Coastal Douglas Fir in the Georgia Basin and the Nanoose Lakes District Proposal: Issues & Opportunities for Meeting the RDN's Sustainability Goals.
 - 21 **Gerry Thompson**, re Proposed Fairwinds OCP Amendments.
- 3. BOARD MINUTES**
 - 22 - 34 Minutes of the regular Board meeting held February 22, 2011.
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**
 - 35 **Grant Natland**, re Request for Streetlighting in Area 'E'.

6. UNFINISHED BUSINESS

BYLAWS

Public Hearing & Third Reading.

36 - 40 **Report of the Public Hearing held March 14, 2011 on Bylaws No. 500.367 & 1335.05 - Fern Road Consulting Ltd. - 6120 Island Highway West – Area ‘H’.** (Electoral Area Directors except EA ‘B’ – One Vote)

1. *That the Report of the Public Hearing held March 14, 2011 on Bylaws No. 500.367 and 1335.05 be received.*
2. *That "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.367, 2011" be read a third.*
3. *That "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.05, 2011" be read a third.*

These bylaws re-designate the westerly portion of the subject property from Rural Lands to Resort Commercial Lands and rezone portions of the subject property from Rural I (RUID) and Commercial 5 (CM5B) to Commercial 5 (CM5K) and Comprehensive Development (CD42) to permit development of a 30 site recreational vehicle park.

41 - 47 **Report of the Public Hearing held March 7, 2011 on Bylaw No. 500.368 – Pilcher & Associates Inc. - 2465 Apollo Drive – Area ‘E’.** (Electoral Area Directors except EA ‘B’ – One Vote)

1. *That the Report of the Public Hearing held March 7, 2011 on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011” be received.*
2. *That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011” be read a third.*

This bylaw rezones the subject property from Residential 1, Subdivision District ‘P’ to Comprehensive Development (CD43) to recognize an existing, non-conforming, mobile park.

48 - 102 **Report of the Public Hearing held February 24, 2011 on Bylaws No. 1148.07 and 1309.01 – Addison - 2610 Myles Lake Road - Area ‘C’.** (Electoral Area Directors except EA ‘B’ – One Vote)

1. *That the Report of the Public Hearing held February 24, 2011 on Bylaws No. 1148.07 and 1309.01 be received.*

2. That “Regional District of Nanaimo Arrowsmith Benson – Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.07, 2011” be read a third time.
3. That “Regional Growth Strategy Bylaw No. 1309.01, 2011” be referred to affected local governments for acceptance.

These bylaws amend the Regional Growth Strategy and the Arrowsmith Benson – Cranberry Bright Official Community Plan to support zoning amendment application No. PL2009-778 – Addison - 2610 Myles Lake Road - Area ‘C’ which provides for the subject property to be subdivided into four lots.

103 - 107

Report of the Public Hearing held March 10, 2011 on Bylaw No 1285.16 – Bezaire - 1724 Alberni Highway – Area ‘F’. (Electoral Area Directors except EA ‘B’ – One Vote)

1. That the Report of the Public Hearing held March 10, 2011 on “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.16, 2011” be received.
2. That “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.16, 2011” be read a third time.

This bylaw rezones a portion of the subject property from T-1 (Institutional/Community Facility 1) and R-3 (Village Residential 3) to C-3 (Commercial 3) to permit kayak manufacturing and sales.

For Adoption.

Bylaw No. 500.355 - Keith Brown & Associates - Fielding Road - Area ‘A’. (Electoral Area Directors except EA ‘B’ – One Vote)

That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.355, 2010” be adopted.

This bylaw rezones the subject property from Residential 2 (RS2) to Industrial I (IN 1) to permit a light industrial development.

Bylaws No. 813.47, 889.59 & 869.08. (All Directors – One Vote)

That "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.47, 2011" be adopted.

That "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.59, 2011" be adopted.

That “Morningstar Streetlighting Local Service Area Boundary Amendment Bylaw No. 869.08, 2011” be adopted.

These bylaws extend the boundaries of the French Creek and Northern Community Sewer Services and the Morningstar Streetlighting Service to include an Area 'G' property (Lot 4 Corner Lowry's and Wembley Roads).

Bylaws No. 861.03 & 1059.04. (All Directors – One Vote)

That "Northern Community Recreation Service Amendment Bylaw No. 861.03, 2011" be adopted.

That "Southern Community Recreation Service Amendment Bylaw No. 1059.04, 2011" be adopted.

Theses bylaws amend the cost apportionment provisions of the northern and southern community recreation services establishing bylaws.

7. STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

108 - 113 Minutes of the Electoral Area Planning Committee meeting held March 8, 2011. (for information)

COMMUNICATIONS/CORRESPONDENCE

Holly Clermont, Garry Oak Ecosystems Recovery Team, re Fairwinds – Response to January 31, 2011 Public Information Meeting. (All Directors – One Vote)

That the correspondence from Holly Clermont of the Garry Oak Ecosystems Recovery Team be received.

Wally & Laurie Debling, re Fairwinds Lakes District & Schooner Cove Development Plans. (All Directors – One Vote)

That the correspondence from Wally and Laurie Debling be received.

Peter Law, re Rainwater and the Fairwinds Lakes District Plan. (All Directors – One Vote)

That the correspondence from Peter Law be received.

Don Lawseth, re Fairwinds Application to Amend the Nanoose Bay OCP. (All Directors – One Vote)

That the correspondence from Don Lawseth be received.

Joe Straka, re Fairwinds Lakes District Development – Process Leading to Regional Park Dedication. (All Directors – One Vote)

That the correspondence from Joe Straka be received.

Paul Grinder, Arrowsmith Parks and Land-Use Council, re Fairwinds Application to Amend the Nanoose Bay Official Community Plan. (All Directors – One Vote)

That the correspondence from Paul Grinder of the Arrowsmith Parks and Land-Use Council be received.

PLANNING

AMENDMENT APPLICATIONS

Bylaw No. 500.369 to Support Zoning Amendment Application No. PL2011-009 – RDN – 2834 Northwest Bay Road – Area ‘E’. (Electoral Area Directors except EA ‘B’ – One Vote)

- 1. That the Summary of the Public Information Meeting held on February 17, 2011 be received for information.*
- 2. That Application No. PL2011-009 to rezone the subject property from Residential 1 (RS 1) to Public 1 (PU 1) be approved subject to the conditions included in Schedule No. 1.*
- 3. That "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.369, 2011 ", be given 1st and 2nd reading.*
- 4. That the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.369, 2011", be delegated to Director Holme or his alternate.*

Bylaw No. 1285.15 to Support Zoning Amendment Application No. PL2010-205 – J.E. Anderson & Associates – 908 and 920 Little Mountain Road – Area ‘F’. (Electoral Area Directors except EA ‘B’ – One Vote)

- 1. That the application to rezone part of Lot 1, District Lot 136. Nanoose District, Plan 21407 from R-2.54 (Rural Residential 2.54) to R-2 (Rural Residential 2) be approved subject to the conditions outlined in Schedule No. 1.*
- 2. That the application to rezone Lot B, District Lot 136, Nanoose District, Plan 41092 from R-2 (Rural Residential 2) to R-2.54 (Rural Residential 2.54) be approved subject to the conditions included in Schedule No. 1.*
- 3. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 1285.15, 2011" be introduced and read two times.*

4. *That the public hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 1285.15, 2011" be delegated to Director Biggemann and co-chaired by Director Stanhope.*

Bylaw No. 1400.03 - OCP Amendment - Fairwinds – The Lakes District Neighbourhood Plan – Area ‘E’. (Electoral Area Directors except EA ‘B’ – One Vote)

1. *That the summaries of the Public Information Meetings held on June 28, 2010 and January 31, 2011, be received.*
2. *That "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.03, 2011", be given 1st and 2nd reading.*
3. *That the Public Hearing on "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.03, 2011" be delegated to Director Holme or his alternate.*

Bylaw No. 1400.04 - OCP Amendment – Fairwinds - Schooner Cover Neighbourhood – Area ‘E’. (Electoral Area Directors except EA ‘B’ – One Vote)

1. *That the summaries of the Public Information Meetings held on June 28, 2010 and February 1, 2011, be received for information.*
2. *That "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.04, 2011", be given 1st and 2nd reading.*
3. *That the Public Hearing on "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.04, 2011", be delegated to Director Holme or his alternate.*

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. PL2009-287 – Roberts – 2270 South Lake Road – Area ‘H’. (Electoral Area Directors except EA ‘B’ – One Vote)

That Development Permit Application No. PL2009-287, to permit the construction of a cabin within 15 meters of the natural boundary of Horne Lake be approved subject to the conditions outlined in Schedules No. 1 - 2.

Development Permit & Site Specific Exemption Application No. PL2010-090 – Cowan – 2502 Blokker Road – Area ‘E’. (Electoral Area Directors except EA ‘B’ – One Vote)

That Development Permit and Site Specific Exemption Application No. PL2010-090 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No. 1 - 3.

Development Permit Application No. PL2010-189 – McCaskell – 3728 Horne Lake Caves Road – Area 'H'. (Electoral Area Directors except EA 'B' – One Vote)

That Development Permit Application No. PL2010-189, to permit the construction of an addition to an existing cabin within 15 metres of the natural boundary of Horne Lake, be approved subject to the conditions outlined in Schedules No. 1 - 2.

Development Permit Application No. PL2010-223 – Low – 492 Martindale Road – Area 'G'. (Electoral Area Directors except EA 'B' – One Vote)

That Development Permit Application No. PL2010-223 to permit the construction of a dwelling unit and an accessory building be approved subject to the conditions outlined in Schedules No. 1 to 3.

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

114 - 121 Minutes of the Committee of the Whole meeting held March 8, 2011. (for information)

COMMUNICATIONS/CORRESPONDENCE

June Parsons, BC Seniors Game Society, re Invitation to Host BC Seniors Games. (All Directors – One Vote)

That the correspondence from June Parsons of the BC Seniors Game Society be received.

FINANCE AND INFORMATION SERVICES

FINANCE

Bylaws No. 1626 & 1627 – Authorize Temporary Borrowing & Issuance of Securities for Cedar Sewer Large Residential Properties Financing Service. (All Directors – Weighted Vote; All Directors – 2/3 Weighted)

- 1. That "Cedar Sewer Large Residential Properties Capital Financing Service Security Issuing Bylaw No. 1626, 2011" be introduced and read three times.*
- 2. That "Cedar Sewer Large Residential Properties Capital Financing Service Interim Financing Bylaw No. 1627, 2011" be introduced and read three times.*

Bylaws No. 1628, 1629, 1630 & 1231.03 – Authorize Borrowing & Issuance of Securities for Camp Moorecroft Land Acquisition and Increase the Regional Parks & Trails Service Parcel Tax.

(All Directors – Weighted Vote)

1. *That upon completion of the purchase of the Camp Moorecroft Lands on March 2, 2011, the property legally described as Lot A, District Lot 110, Nanoose District, Plan 1777 PID 006-884-849 and Lot 1 of District Lots 52 and 110, Nanoose District, Plan 31217 PID 001-170-228 be designated as a Regional Park.*
2. *That the Regional Parks parcel tax rate be set at \$11.00 for 2011 and at \$12.00 commencing in 2012, and that a review of the rate be undertaken in conjunction with the 2013 budget.*
3. *That "Regional Parks and Trails Service Loan Authorization Bylaw No. 1628, 2011" be introduced, read three times and be forwarded to the Inspector of Municipalities for approval.*
4. *That "Regional Parks and Trails Service Security Issuing Bylaw No. 1629, 2011" be introduced, read three times and be held for adoption with Bylaw No. 1628.*
5. *That "Regional Parks and Trails Service Interim Financing Bylaw No. 1630, 2011" be introduced, read three times and be held for adoption with Bylaw No. 1628.*
6. *That the 2011 to 2015 financial plan be amended to reflect the Regional Parks parcel tax rates in accordance with the bylaws attached to this report.*

(All Directors – One Vote)

7. *That "Regional Parks and Trails Service Amendment Bylaw No, 1231.03, 2011" be introduced, read three times and be held for adoption with Bylaw No. 1628.*

Preliminary Operating Results for Period Ending December 31, 2010. (All Directors – One Vote)

That the summary report of financial results for the year ended December 31, 2010 be received for information.

Bylaws No. 1336.08, 1483.05, 1525.03, 1567.02, 1568.02 & 1569.02 - Amend Parcel Tax Rates for Water, Sewer, Fire Protection and Crime Prevention/Community Justice Services.

Bylaw No. 1336.08

(All Directors – One Vote)

1. *That "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.08, 2011" be introduced and read three times.*

(All Directors – 2/3)

2. *That "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.08, 2011" be adopted.*

Bylaw No. 1483.05.

(All Directors – One Vote)

1. *That "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.05, 2011" be introduced and read three times.*

(All Directors – 2/3)

2. *That "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.05, 2011" be adopted.*

Bylaw No. 1525.03.

(All Directors – One Vote)

1. *That "Crime Prevention and Community Justice Support Service Parcel Tax Rates Amendment Bylaw No. 1525.03, 2011" be introduced and read three times.*

(All Directors – 2/3)

2. *That "Crime Prevention and Community Justice Support Service Parcel Tax Rates Amendment Bylaw No 1525.03, 2011" be adopted.*

Bylaw No. 1567.02.

(All Directors – One Vote)

1. *That "Water Services Parcel Tax Rates Amendment Bylaw No. 1567.02, 2011" be introduced and read three times.*

(All Directors – 2/3)

2. *That "Water Services Parcel Tax Rates Amendment Bylaw No. 1567.02, 2011" be adopted.*

Bylaw No. 1568.02.

(All Directors – One Vote)

1. *That "Sewer Services Parcel Tax Rates Amendment Bylaw No. 1568.02 2011" be introduced and read three times.*

(All Directors – 2/3)

2. *That "Sewer Services Parcel Tax Rates Amendment Bylaw No. 1568.02, 2011" be adopted.*

Bylaw No. 1569.02.

(All Directors – One Vote)

1. *That "Fire Protection Services Parcel Tax Rates Amendment Bylaw No. 1569.02, 2011" be introduced and read three times.*

(All Directors – 2/3)

2. *That "Fire Protection Services Parcel Tax Rates Amendment Bylaw No. 1569.02, 2011 be adopted.*

Bylaw No. 1631 - 2011 to 2015 Financial Plan.

(All Directors – Weighted Vote)

1. *That "2011 to 2015 Financial Plan Bylaw No. 1631, 2011" be introduced and read three times.*

(All Directors – 2/3 Weighted)

2. *That "2011 to 2015 Financial Plan Bylaw No. 1631, 2011" be adopted.*

Coastal Community Network - Request for Membership Dues. (All Directors – One Vote)

That correspondence be sent to the Coastal Community Network advising them that the Regional District of Nanaimo declines to be a member at this time.

REGIONAL AND COMMUNITY UTILITIES

WATER

Bylaws No. 867.05 & 1049.06 – Extend the Boundaries of the Nanoose Bay Peninsula & Bulk Water Supply Services to Include an Area ‘E’ Property (2834 Northwest Bay Road). (All Directors – One Vote)

1. *That "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.05, 2011" be introduced and read three times.*
2. *That "Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.06, 2011" be introduced and read three times.*

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Regional Landfill Service - Refuse Compactor Tender Award. (All Directors – Weighted Vote)

That Finning be awarded the supply of a CAT 826H steel wheeled refuse compactor for a purchase price of \$620,467 and guaranteed buyback of \$293,000 and that the General Manager, Financial and Information Services be authorized to execute a four year lease to finance this purchase.

Bylaw No. 1591.01 – Amends the Solid Waste & Recycling Collection Service Rates & Regulations Bylaw. (All Directors – One Vote)

That "Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.01, 2011" be referred back to staff.

Waste Stream Management Licensing Application - Cascades Recovery Inc. – City of Nanaimo (800 Maughan Road). (All Directors – One Vote)

That the Board receive the report on the Waste Stream Management License application from Cascades Recovery Inc. for information.

2010 Illegal Dumping and Landfill Bans Enforcement Report. (All Directors – One Vote)

That the Board receive the 2010 Illegal Dumping Prevention Program and Landfill Bans report for information.

COMMISSION, ADVISORY & SELECT COMMITTEE

District 69 Recreation Commission. (All Directors – One Vote)

1. *That the minutes of the District 69 Recreation Commission meeting held February 17, 2011 be received for information.*

(Parksville, Qualicum Beach, EAs 'E', 'F', 'G' 'H' – Weighted Vote)

2. *That the following District 69 Recreation Youth Grants be approved:*

<i>Community Group</i>	<i>Amount Recommended</i>
<i>Arrowsmith Community Enhancement Society (costumes)</i>	<i>\$ 255</i>
<i>Ballenas Dry Grad (food & entertainment)</i>	<i>\$ 1,000</i>
<i>Coombs Hilliers Recreation Community Organization (outdoor court)</i>	<i>\$ 2,500</i>
<i>District 69 Minor Softball (equipment & uniforms)</i>	<i>\$ 2,000</i>
<i>Errington War Memorial Hall Association (drums & drum bags)</i>	<i>\$ 1,183</i>
<i>District 69 Family Resource Association (programs)</i>	<i>\$ 1,700</i>
<i>Kwalikum Secondary School - Boxing Skills Program (equipment)</i>	<i>\$ 1,500</i>
<i>Kwalikum Secondary School - Dry Grad (event expenses)</i>	<i>\$ 1,000</i>
<i>Oceanside Track and Field Club (facility improvements)</i>	<i>\$ 3,500</i>

3. *That the following District 69 Recreation Community Grants be approved:*

<i>Community Group</i>	<i>Amount Recommended</i>
<i>Errington Therapeutic Riding Association (program expenses)</i>	<i>\$ 1,154</i>
<i>Lighthouse Recreation Commission (program costs)</i>	<i>\$ 2,700</i>
<i>Parksville & District Association for Community Living (program expenses)</i>	<i>\$ 1,030</i>
<i>Parksville Qualicum Community Foundation (Venetian Carnival)</i>	<i>\$ 1,500</i>
<i>Parksville Seniors Athletic Group (softball equipment)</i>	<i>\$ 500</i>
<i>Qualicum and District Curling Club - 2011 BC Masters (event expenses)</i>	<i>\$ 1,000</i>
<i>Vancouver Island Opera (room rental & advertising)</i>	<i>\$ 1,220</i>

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Rosemary Boanno & Adrian Maas, Vancouver Island Regional Library, re Construction Financing for Nanaimo North Library. (All Directors – One Vote)

That this request to staff be referred for a report on how to implement the borrowing authority that has been requested.

NEW BUSINESS

Mayor's Task Force on Homelessness. (All Directors – One Vote)

That Director Bartram be appointed to the Mayor's Task Force on Homelessness and that Director Stanhope be appointed as his alternate.

7.3 EXECUTIVE STANDING COMMITTEE

7.4 COMMISSIONS

7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Electoral Area 'B' Parks and Open Space Advisory Committee. (All Directors – One Vote)

122 - 124 Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held February 1, 2011. (for information)

Selection Select Committee. (All Directors – One Vote)

Selection Committee Appointments. (verbal)

125 - 168 **Sustainability Select Committee.** (All Directors – One Vote)

Minutes of the Sustainability Select Committee meeting held March 16, 2011. (for information)

1. That the RDN Sustainable Development Checklist and Guide be approved; and that the RDN Policy B1.14 be amended to reference the revised checklist.

2. That the proposed Green Building Incentive Program be approved.

8. ADMINISTRATOR'S REPORTS

169 - 176 Nanoose Bay Fire Protection Service - Fire Hydrant Use Agreement. (All Directors – Weighted Vote)

177 - 179 Bylaw No. 1631 - 2011 to 2015 Financial Plan. (All Directors – Weighted Vote)

180 - 187 Bylaw No. 975.54 – Extends the Boundaries of the Pump & Haul Service to Include an Area 'E' Property (Lot 57, District Lot 78, Nanoose District, Plan 14275). (All Directors – One Vote)

188 - 189 Public Transit Agreement and Public Transit Infrastructure Grants. (All Directors except EAs 'B' & 'F' – Weighted Vote)

9. **ADDENDUM**
10. **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**
11. **NEW BUSINESS**
12. **BOARD INFORMATION (Separate enclosure on blue paper)**
13. **ADJOURNMENT**
14. **IN CAMERA**

That pursuant to Section 90(1) (c) of the Community Charter the Board proceed to an In Camera meeting to consider items related to personnel issues.

Armstrong, Jane

From: M Jessen <mjessen@telus.net>
Sent: Tuesday, March 15, 2011 9:58 AM
To: Armstrong, Jane
Subject: Request to Attend RDN Board as Delegation - Fairwinds OCP Amendment Application

Ms. Armstrong:

This is a request on behalf of Arrowsmith Parks and Land-Use Council to allow one of its members, **Chuck Fenton**, to act as a delegation at the RDN Board Meeting on March 22, 2011 to speak on **environmental criteria for the Fairwinds OCP amendment applications**. This will cover the need to have independent biologists investigate conditions and provide prescriptions for protection of sensitive ecosystems within the OCP document.

Michael Jessen, P.Eng.
Arrowsmith Parks and Land Use Council
Treasurer, Arrowsmith Watersheds Coalition Society
c/o 1266 Jukes Place
Parksville, B.C.
V9P 1W5

Dear Madam,

I respectfully request permission to appear as a delegate at your March 22, 2011 Board Meeting.

I intend to give a short two to three minute presentation expressing my strong support for the Schooner Cove and Lakes District Neighbourhood Plan, and appeal for approval of them as amendments to the Nanoose Bay Official Community Plan.

I will talk about my involvement, on and off over an eight year period, with the affairs of our community, and my respect for the integrity and expertise of the developers of Fairwinds gained over that period of time.

Yours truly,

L. Christian Hansen,
Former President, Fairwinds Community Assn.
2391 Evanshire Cres.
Nanoose Bay, B.C., V9P 9G7
(250) 468-9963

Armstrong, Jane

From: JOHN KEHOE <joke1@shaw.ca>
Sent: Thursday, March 10, 2011 6:00 AM
To: Armstrong, Jane
Subject: March 22 RDN Board Meeting

Dear Ms. Armstrong,
My name is John Kehoe. My partner Walter Allen and I have built many single family homes and one multifamily project (The Hollies) in Fairwinds.

This is a request to appear as a delegate to the March 22,2011 RDN Board Meeting.

My presentation will discuss the implications of The Lake District Neighborhood Plan for the building suppliers and more paricularly the tradespeople.

Yours truly,

John Kehoe
3475 Cambridge Road
Nanoose Bay, B.C.
V9P 9G3
e mail: joke1@shaw.ca
phone: 250 468-9217

Armstrong, Jane

From: Robert Popple <rtpopple@shaw.ca>
Sent: Wednesday, March 09, 2011 1:02 PM
To: Armstrong, Jane
Subject: RDN Board Meeting, March 22nd, 2011

9 March, 2011

Dear Ms. Armstrong,

My name is Bob Popple and I am currently President of the Fairwinds Community Association.

This is a request, in your capacity as Legislative Coordinator, Corporate Services, that I be placed on the agenda as a delegate for the March 22nd, 2011 RDN Board Meeting.

My presentation is an overview of the FCA-Fairwinds working relationship and will outline the results of an August 2011 survey of FCA membership households with respect to their support of the Schooner Cove and Lakes District Neighbourhood Plan Amendments currently under review by the RDN Board.

The FCA believes that the RDN Board should be aware of these matters in their deliberations.

Yours truly,

Bob Popple
3510 Carmichael Road,
Nanoose Bay, B.C.
V9P 9G5

250-468-9835
rtpopple@shaw.ca

Armstrong, Jane

From: Brian & Chriss Steane <bsteane@shaw.ca>
Sent: Thursday, March 10, 2011 5:37 PM
To: Armstrong, Jane
Subject: Speakers list Mar 22, 2011

Hello Jane

I would like to address the Board on the meeting of Mar 22, 2011 re: the Fairwinds proposed development.

Can you please add my name to the Speakers list?

Sincerely
Brian Steane

Armstrong, Jane

From: Stephens <mnc.stephens@shaw.ca>
Sent: Tuesday, March 15, 2011 1:00 PM
To: Armstrong, Jane
Cc: Burgoyne, Linda
Subject: Delegation Request for RDN Board Meeting on March 22, 2011

Dear Ms. Armstrong:

Below is my delegation request for the March 22 RDN Board Meeting.

Regards,

Christopher Stephens

DELEGATION REQUEST

Attention: **Ms. Jane Armstrong, Legislative Coordinator**

Please accept this email as my request to appear as a delegate at the RDN Board meeting to be held on March 22, 2011.

Requested by: **Christopher Stephens**
Mailing address: 714 Ermineskin Ave, Parksville, BC V9P 2L4
E-mail: mnc.stephens@shaw.ca
Phone: (250) 954-3724

Title of the presentation: **CDF in the Georgia Basin and the Nanoose Lakes District proposal: Issues and Opportunities for meeting the RDN's sustainability goals**

Topic outline:

- The RDN's expressed views on CDF ecosystems
- The Nanoose Lake District Proposal and the RDN's objectives: Issues and Opportunities for a progressive government
- Process-how the development application requests special process tools to be used, and how the RDN can use its similar tools to achieve meaningful protection of CDF ecosystems and better development practices.
- The Lakes District Coastal Douglas-fir ecosystem facts Birds of the Nanoose Lakes District-lowland habitat ecology
- The RDN's options for sustainable development and CDF conservation
- Request for consideration in planning

Armstrong, Jane

From: Gerry <gathom@telus.net>
Sent: Wednesday, March 09, 2011 8:03 PM
To: Armstrong, Jane
Subject: RDN Meeting March 22

Jane,

Is it too early to register to speak on March 22? If not I would like to be listed. I would be speaking in favour of the Fairwinds applications.

Gerry Thompson
1991 Highland Road
Nanoose Bay, BC
250 468 1818
gathom@telus.net

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, FEBRUARY 22, 2011 AT 7:00 PM
IN THE RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director M. Unger	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
N. Avery	General Manager, Finance & Information Services
J. Finnie	General Manager, Regional & Community Utilities
C. McIver	A/C General Manager, Transportation & Solid Waste
P. Thorkelsson	General Manager, Development Services
T. Osborne	General Manager, Recreation & Parks
N. Hewitt	Recording Secretary

DELEGATIONS

Cindy Nesselbeck, re Regulation of Nuisance Wildlife.

Ms. Nesselbeck provided a verbal and visual overview of the need for a nuisance wildlife bylaw.

John Day, re Proposed Cell Tower on Greater Nanaimo Wastewater Treatment Plant Lands.

Mr. Day requested that the proposed cell tower on Greater Nanaimo Wastewater Treatment Plant land be rescinded to keep the towers away from elementary schools.

Sigi Wolff, re Proposed Cell Tower on Greater Nanaimo Wastewater Treatment Plant Lands.

Mr. Wolff spoke in opposition of the proposed cell tower being within the vicinity of an elementary school.

BOARD MINUTES

MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the regular Board meeting held January 25, 2011 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Edwin Grieve, Comox Valley Regional District, re Regional Growth Strategy Bylaw No. 120.

MOVED Director Westbroek, SECONDED Director Lefebvre, that the correspondence from Edwin Grieve of Comox Valley Regional District be received.

CARRIED

Darren Hird, Telus, re Telus Approval to Locate a Cell Tower on Greater Nanaimo Wastewater Treatment Plant Lands.

MOVED Director Westbroek, SECONDED Director Lefebvre, that the correspondence from Darren Hird of Telus be received.

CARRIED

Larry & Bernice Van Wieren, re Regulations of Nuisance Wildlife.

MOVED Director Westbroek, SECONDED Director Lefebvre, that the correspondence from Larry and Bernice Van Wieren be received.

CARRIED

BYLAWS

Public Hearing, Third Reading & Adoption.

Report of the Public Hearing held January 24, 2011 on Bylaw No. 500.365 – Atkinson – 2913 Jameson Road – Area ‘C’.

MOVED Director Young, SECONDED Director Burnett, that the report of the Public Hearing held January 24, 2011 on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No 500.365, 2010” be received.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.365, 2010” be read a third time.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.365, 2010” be adopted

CARRIED

Bylaw No. 500.357 – Maibach - 2115 South Wellington Road - Area ‘A’.

MOVED Director Burnett, SECONDED Director Young, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.357, 2010” be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

MOVED Director Bartram, SECONDED Director Holme, that the minutes of the Electoral Area Planning Committee meeting held February 8, 2011, be received for information.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Bylaw No. 500.368 - Supports Zoning Amendment Application No. PL2009-746 – Pilcher & Associates Inc. - 2465 Apollo Drive – Area ‘E’.

MOVED Director Holme, SECONDED Director Bartram, that Application No. PL2009-746 to rezone the subject property from Residential 1, Subdivision District ‘P’ to Comprehensive Development (CD43) be approved subject to the conditions in Schedule No. 1.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011" be introduced and read two times.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that the public hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011" be delegated to Director Holme or his alternate.

CARRIED

Bylaw No. 1285.16 - Supports Zoning Amendment Application No. PL2009-054 - Bezaire - 1724 Alberni Highway – Area ‘F’.

MOVED Director Biggemann, SECONDED Director Bartram, that the Summary of the Public Information Meeting held on January 27, 2011 be received.

CARRIED

MOVED Director Biggemann, SECONDED Director Bartram, that Application No. PL2009-054 to rezone a portion of the subject property from T-1 (Institutional/Community Facility 1) and R-3 (Village Residential 3) to C-3 (Commercial 3) be approved subject to the conditions included in Schedule No. 1.

CARRIED

MOVED Director Biggemann, SECONDED Director Bartram, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 1285.16, 2011" be given 1st and 2nd reading.

CARRIED

MOVED Director Biggemann, SECONDED Director Bartram, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 1285.16, 2011" be delegated to Director Biggemann or his alternate.

CARRIED

Bylaws No. 1335.05 & 500.367 – OCP & Zoning Amendments to Support Development Permit Application No. PL2010-198 - Fern Road Consulting Ltd. -6120 Island Highway West – Area ‘H’.

MOVED Director Bartram, SECONDED Director Holme, that the Summary of the Public Information Meeting held on November 4, 2010, be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that Application No. PL2010-160 to re-designate the westerly portion of the subject property from Rural Lands to Resort Commercial Lands be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that Application No. PL2010-159 to rezone portions of the subject property from Rural I (RUID) and Commercial 5 (CM5B) to Commercial 5 (CM5K) and Comprehensive Development (CD42) be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.05, 2011", be introduced and read two times.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.367, 2011", be introduced and read two times.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the Public Hearing on "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.05, 2011", and "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.367, 2011", be delegated to Director Bartram or his alternate.

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit & Site Specific Application No. PL2011-003 – Fern Road Consulting Ltd. – Mariner Way – Area ‘G’.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit and Site Specific Exemption Application No. PL2011-003 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No. 1- 3.

CARRIED

Development Permit Application No. PL2011-015 – Newlands - 2754 Dendoff Point Road – Area ‘H’.

MOVED Director Bartram, SECONDED Director Biggemann, that Development Permit Application No. PL2011-015, to permit the construction of a main floor addition and an upper loft on an existing single storey cabin be approved subject to the conditions outlined in Schedules No. 1 – 2.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. PL2009-024 – Peter Mason - 6162 Island Highway West – Area ‘H’.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit with Variance No. PL2009-024 be approved subject to the conditions outlined in Schedules No. 1- 3.

CARRIED

Development Permit with Variance Application No. PL2010-100 – Anderson Greenplan Ltd. - 1907 Cedar Road - Area ‘A’.

MOVED Director Burnett, SECONDED Director Bartram, that Development Permit with Variance Application No. PL2010-100 be approved subject to the conditions outlined in Schedule No. 1.

CARRIED

Development Permit with Variance Application No. PL2010-206 – Curran - 3366 Rockhampton Road - Area ‘E’.

MOVED Director Holme, SECONDED Director Bartram, that Development Permit with Variance No. PL2010-206 be approved subject to the conditions outlined in Schedules No. 1 - 2.

CARRIED

Development Permit with Variance Application No. PL2010-209 – Waring & Milne - 3732 Horne Lake Caves Road – Area ‘H’.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit with Variance Application No. PL2010-209, to permit the construction of a lower storey on an existing single storey cabin with a variance to the maximum permitted cabin height be approved subject to the conditions outlined in Schedules No. 1 – 2.

CARRIED

Development Permit with Variance Application No. PL2010-230 – Fern Road Consulting Ltd. – 6224, 6266, 6280 & 6290 Island Highway West – Area ‘H’.

MOVED Director Bartram, SECONDED Director Holme,:

That, as the lands are within the Agricultural Land Reserve, the Board not support the requested variances until such time as the subdivision is approved by the Agricultural Land Commission or the Provincial Approving Officer issues Preliminary Layout Approval based on his authority under the Agricultural Land Commission Regulations; and

That Development Permit with Variance Application No. PL2010-230 be denied.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. PL2011-011 – Muise – 1638 & 1640 Elm Street - Area 'A'.

MOVED Director Burnett, SECONDED Director Bartram, that Development Variance Permit Application No. PL2011-011, to legalize the siting of a concrete retaining wall, be approved subject to the conditions outlined in Schedules No. 1- 2.

CARRIED

OTHER

Request for Frontage Relaxation on Subdivision Application No. PL2010-162 – Fern Road Consulting Ltd. - Allgard Road – Area 'G'.

MOVED Director Bartram, SECONDED Director Holme, that the request to relax the minimum 10% perimeter frontage requirement be approved.

CARRIED

Bylaw No. 1620 – Electoral Area 'A' Official Community Plan.

MOVED Director Burnett, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011" be given 1st and 2nd reading.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011" has been considered in conjunction with the Regional District of Nanaimo's Financial Plan and Liquid Waste Management Plan and Regional Growth Strategy to ensure consistency between them.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011" proceed to Public Hearing.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011" be delegated to Director Burnett or his alternate.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that staff proceed with the recommended public consultation actions identified in this report.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

MOVED Director Lefebvre, SECONDED Director Johnstone, that the minutes of the Committee of the Whole meeting held February 8, 2011 be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Laurie Gourlay, Mid Island Sustainability & Stewardship Initiative, re Drinking Water & Watershed Protection Snapshot Report, Area 'A' OCP and Public Comment.

MOVED Director Holdom, SECONDED Director Ruttan, that the correspondence from Laurie Gourlay of Mid Island Sustainability and Stewardship Initiative be received.

CARRIED

Geoffrey Macaulay, North Cedar Improvement District, re Request to Waive Annual Park Use Permit Fee.

MOVED Director Holdom, SECONDED Director Ruttan, that the correspondence from the North Cedar Improvement District be received.

CARRIED

Barbara Steele, UBCM, re UBCM Membership.

MOVED Director Holdom, SECONDED Director Ruttan, that the correspondence from Barbara Steele of UBCM be received.

CARRIED

CORPORATE ADMINISTRATION SERVICES

ADMINISTRATION

2011 Service Area Work Plan Projects.

MOVED Director Bestwick, SECONDED Director Johnstone, that the Board receive the service area work plan projects list for 2011 for information.

CARRIED

MOVED Director Bestwick, SECONDED Director Johnstone, that staff provide a report for the Board's consideration to include the Cedar Heritage Centre in the workplan as one of the 2011 Community Works projects due to the need for improving the energy efficiency of the building by replacing the furnace with an energy efficient heating and cooling system, installing solar panels for hot water heating and replacing single pane windows and consider improving other items of the building that would qualify under reducing the greenhouse gas emissions.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

2011-2015 Financial Plan.

MOVED Director Westbroek, SECONDED Director Johnstone, that the Board receive the report on the 2011 budget as amended and the 2011 to 2015 financial plan and direct staff to prepare the financial plan bylaw on that basis.

CARRIED

2011 Community Works Funds Program.

MOVED Director Burnett, SECONDED Director Bestwick, that the 2011 Community Works Funds program attached as Schedule 'A' be approved and that staff be authorized to commence work immediately.

CARRIED

MOVED Director Burnett, SECONDED Director Bestwick, that the report on the use of Community Works Funds in 2010 be received for information.

CARRIED

Community Works Funding Agreement.

MOVED Director Burnett, SECONDED Director Holdom, that this report on amendments to the Community Works Fund Agreement be received for information.

CARRIED

Bylaw No. 1611 – Establishes a Call Answer Levy for the District 68 E-911 Call Service.

MOVED Director Burnett, SECONDED Director Rudischer, that "911 Call Answer Levy Bylaw No. 1611, 2010" be referred back to staff to consider other billing options.

DEFEATED

MOVED Director Haime, SECONDED Director Burnett, that "911 Call Answer Levy Bylaw No. 1611, 2011" be referred back to staff for a report on the legal, financial, operational and safety implications of not implementing the wireless levy.

DEFEATED

Bylaw No. 1625 – Authorizes Expenditures from the Nanoose Bay Bulk Water Service Development Cost Charge Reserve Fund.

MOVED Director Holme, SECONDED Director Lefebvre, that "Nanoose Bay Bulk Water Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1625, 2011" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Unger, that "Nanoose Bay Bulk Water Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1625, 2011" be adopted.

CARRIED

Policy A2.18 - Contributions to Third Party Events.

MOVED Director Bartram, SECONDED Director Lefebvre, that the Board approve Policy A2.18 - Contributions to Third Party Events Policy.

CARRIED

DEVELOPMENT SERVICES

PLANNING

VIHA Grant for Capacity Building – Ending Homelessness.

MOVED Director Lefebvre, SECONDED Director Westbrook, that the RDN Board allocate all of the VIHA funds to the municipalities of Parksville and Nanaimo, distributed on the basis of population in District 68 and District 69, to support their specific homelessness projects underway that meet the VIHA criteria of supporting capacity building for homelessness and that staff bring back a report on how the \$100,000 was allocated.

CARRIED

Agricultural Advisory Committee – Attendance of Member at Workshop.

MOVED Director Burnett, SECONDED Director Johnstone, that the Board authorize Community AAC member, Joanne McLeod, to attend the Ministry of Agriculture, Agricultural Advisory Committee Workshop on February 24th, 2011.

CARRIED

Little Qualicum River Village – Land Use Regulation & Covenant Registration.

MOVED Director Westbrook, SECONDED Director Bartram, that this report be received for information.

CARRIED

Proposed Policy – Groundwater Application Requirements for Rezoning Un-serviced Lands.

MOVED Director Bartram, SECONDED Director Lefebvre, that the “Groundwater – Application requirement for rezoning of un-serviced lands” policy be approved.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER & ENGINEERING

Bylaws No. 813.47, 869.08 & 889.59 – Extend the Boundaries of the French Creek and Northern Community Sewer Services and the Morningstar Streetlighting Service to Include an Area ‘G’ Property (Lot 4 corner of Lowry’s and Wembley Roads).

MOVED Director Bartram, SECONDED Director Westbrook, that "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.47. 2011" be introduced and read three times.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that "Morningstar Streetlighting Local Service Area Boundary Amendment Bylaw No. 869.08, 2011" be introduced and read three times.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.59, 2011" be introduced and read three times

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Program Update – Regional Residential Food Waste Collection.

MOVED Director Holme, SECONDED Director Bestwick, that the Board receive the Curbside Collection Program Update Report for information.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

Electoral Area ‘A’ Parks, Recreation and Culture Commission.

MOVED Director Burnett, SECONDED Director Young, that the minutes of the Electoral Area ‘A’ Parks, Recreation and Culture Commission meeting held January 19, 2011 be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

North Cedar Improvement District, re Request to Waive Annual Park Use Permit Fee.

MOVED Director Burnett, SECONDED Director Bartram, that the Regional District of Nanaimo waive the future annual fees of \$500.00 that the North Cedar Improvement District would pay for the Park Use Permit for the Morden Colliery Community Park lands and that in exchange for the Regional District of Nanaimo waiving the annual Park Use Permit fee for a water line crossing and other utility services, the North Cedar Improvement District shall pay the annual hydro costs at the Morden Colliery Community Park land.

CARRIED

NEW BUSINESS

Electoral Area ‘H’ Parks and Open Space Advisory Committee.

MOVED Director Bartram, SECONDED Director Lefebvre, that Josianne Séguin be appointed to the Electoral Area ‘H’ Parks & Open Space Advisory Committee and John Keltie be appointed as the alternate for terms ending December 31, 2011.

CARRIED

SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Regional Parks & Trails Advisory Committee.

MOVED Director Holdom, SECONDED Director Johnstone, that the minutes of the Regional Parks & Trails Advisory Committee meeting held February 1, 2011 be received for information.

CARRIED

ADMINISTRATOR'S REPORTS

Bylaw 1319.01 – Amends the Requisition Limit for Area 'B' Port Theatre Contribution Service.

MOVED Director Rudischer, SECONDED Director Bartram, that "Electoral Area 'B' Cultural Centre Contribution Amendment Bylaw No. 1319.01, 2011" be introduced for first three readings and be forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the 2011 budget be amended to increase the requisition for the Electoral Area B Cultural Centre service to \$25,915, subject to Bylaw 1319.01 being approved by the Inspector of Municipalities.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the Chief Administrative Officer and the Senior Manager, Corporate Administration be authorized to enter into a funding agreement with the Gabriola Island Museum Society.

CARRIED

Bylaws No. 805.06, 940.04 & 1388.04 – Amend Requisition Limits for Area 'G' Community Parks, Area 'F' Animal Control and the Cassidy-Waterloo Fire Protection Services.

MOVED Director Holme, SECONDED Director Biggemann, that "Electoral Area 'F' Animal Control Service Amendment Bylaw No. 940.04, 2011" be introduced, read three times and be forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Electoral Area 'G' Community Parks Service Amendment Bylaw No. 805.06, 2011" be introduced, read three times and be forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Sherry, that "Cassidy-Waterloo Fire Protection Service Amendment Bylaw No. 1388.04, 2011" be introduced, read three times and be forwarded to the Inspector of Municipalities for approval.

CARRIED

Bylaw 1388.05 – Reduces the Boundary of the Cassidy-Waterloo Fire Protection Service to Exclude An Area 'C' Property (965 Loftus Road).

MOVED Director Westbroek, SECONDED Director Young, that "Cassidy-Waterloo Fire Protection Service Amendment Bylaw No. 1388.05, 2011" be introduced and read three read times.

CARRIED

Request for Acceptance of Revised Comox Valley Regional Growth Strategy.

MOVED Director Westbroek, SECONDED Director Bartram, that the Regional District of Nanaimo accepts the Comox Valley Regional District Regional Growth Strategy.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Nuisance Wildlife Bylaw.

MOVED Director Burnett, SECONDED Director Kipp, that this issue be referred back to staff for a report that includes the costs for enforcement.

CARRIED

Cellular Tower.

MOVED Director Holdom, SECONDED Director Johnstone, that a letter be sent to Telus advising that a new location for the cell tower be sought and that the location be a minimum of 500 meters away from any school property.

CARRIED

NEW BUSINESS

BC Hydro Fair Compensation Resolution.

MOVED Director Bartram, SECONDED Director Rudischer, that

WHEREAS Crown Corporations are expected to pay their fair share of property taxes by providing a grant-in-lieu;

AND WHEREAS private utilities pay property taxes to municipalities and regional districts on property including rights of way for distribution and transmissions lines, and private utilities and BC Hydro provide municipalities a 1% tax on gross sales revenues within their jurisdictions;

THEREFORE BE IT RESOLVED that the AVICC and the UBCM lobby the Province of British Columbia to explore the taxation of BC Hydro and implement a fair and equitable method of compensation to all local governments for the provision of local and regional services.

CARRIED

Mount Arrowsmith Biosphere.

MOVED Director Bartram, SECONDED Director Lefebvre, that Director Young be appointed to the Mount Arrowsmith Biosphere committee.

CARRIED

FCM Award.

Chairperson Stanhope announced that the Regional District of Nanaimo received an award from the Federation of Canadian Municipalities – Green Municipal Fund for Zero Waste Program.

Moorecroft Camp.

The Board was advised that the Regional District of Nanaimo and The Nature Trust of British Columbia will acquire Moorecroft Camp from BC Conference of the United Church of Canada on March 2, 2011 at a cost of \$4.8 million. The historic Nanoose Bay camp will now be known as Moorecroft Regional Park.

Bylaw No. 1611 – Establishes a Call Answer Levy for the District 68 E-911 Call Service.

MOVED Director Holdom, SECONDED Director Young, that staff meet with Directors Haime, Burnett, Rudischer, and Young to discuss the legal, financial, operational and safety implications of not implementing the wireless call answer levy and the renewal of the District 68 E 911 Call Service agreement.

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Westbroek, that pursuant to Section 90(1) (c), (g) and (j) of the Community Charter the Board proceed to an In Camera meeting to consider items related to personnel, legal and third party business matters.

CARRIED

TIME: 8:43 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

Grant Natland
2933 Dolphin Dr
Nanoose Bay BC V9P 9J4
Tel: 250 468 5351
Email: grant.natland@shaw.ca

CAO'S OFFICE		
CAO	<i>(initials)</i>	GMR&PS
GMDS		GMT&SWS
GMF&IS		GMR&CS ✓
MAR - 7 2011		
SMCA		BOARD ✓
CHAIR		<i>Correspondence</i>
<i>G. Holme</i>		

The Board
Regional District of Nanaimo
6300 Hammond Bay Rd
Nanaimo BC V9T 6N2

Dear Board Members:

Further to my recent discussions with RDN staff, I respectfully request that the Board of the RDN consider installing street lighting at the intersection of Northwest Bay Road and Stewart Road. I make this request for the following reasons which relate strongly to traffic safety:

1. The intersection has unusual and difficult geometrics. At night, in darkness, when coming from Parksville and wishing to turn left from NW Bay onto Stewart, the driver has to make a difficult turn greater than 90 degrees. The driver has to keep sight of the median at the intersection to avoid hitting it – it is quite difficult to see this median in the dark. The problem is exacerbated by the curve to the right (opposite direction of the intended turn) of NW Bay Road at the intersection.
2. At night it is almost impossible to see the exact turning spot (correct side of the median) until you are right on it. I note that the stop and yield signs get knocked down a couple of times each year. Transportation has added reflective tape to the signs, and some sticks with plastic ribbon to help see these posts, but it is a less than ideal solution.
3. I understand that nearby residents may oppose this request on the basis that they feel the light at night will bother them. I believe that the effects of the lighting on adjacent residents will be minimal or non-existent because of the new type of lens that directs the light straight down, minimizing light scattering. There appears to be only two such residents, but they are offset from the intersection by some substantive distant and they are well shielded by heavy forestation. Indeed the lighting may be of a benefit to them as it may make it easier for visitors to find their access points.
4. I think the decision whether or not to add lighting should be based on the greater good of the overall Nanoose community, virtually all members of which use that intersection. Minor inconvenience to a couple of adjacent residents should not be the deciding factor. Road safety should be paramount.

I should also point out that there is also a problem with the intersection of NW Bay Road and Powder Point Road at night when approaching from the north. It is virtually impossible to see the carriageway of Powder Point until about halfway through the turn. I believe that this situation is as bad as or worse than the situation at NW Bay and Stewart Roads.

Yours truly,

Grant Natland
Grant Natland

cc: George Holme, Director Electoral Area E



RDN REPORT		
CAO APPROVAL <i>[Signature]</i>		
EAP		
COW		
MAR 15 2011		
RHD		
BOARD	✓	Mar 22 '11

MEMORANDUM

TO: Dale Lindsay
Manager, Current Planning

DATE: March 15, 2011

FROM: Lainya Rowett
Planner

FILE: PL2010-159 &
PL2010-160

SUBJECT: Report of the Public Hearing held March 14, 2011 on Amendment Bylaws No. 1335.05, 2011 and 500.367, 2011 – R.F.O. Distributors Inc. Lot A, District Lot 33, Newcastle District, Plan 3455 – 6120 Island Highway West Electoral Area ‘H’

PURPOSE

To receive the report of the public hearing containing the summary of the minutes and submissions of the public hearing held on March 14, 2011, and to consider Bylaws No. 1335.05, 2011 and 500.367, 2011, for third reading.

BACKGROUND

Bylaws No. 1335.05 and 500.367 were introduced and given first and second reading on February 22, 2011. Subsequently, a public hearing was held on March 14, 2011. The summary of the minutes and submissions is attached for the Board’s consideration (*see Attachment No. 3*).

The purpose of the OCP amendment bylaw (1335.05) is to re-designate the western portion of the property from Rural Lands to Resort Commercial Lands to permit the development of a thirty-site recreational vehicle park and related amenity buildings and structures within the subject property, located at 6120 Island Highway West in Electoral Area ‘H’ (*see Attachment No. 1 for Location of Subject Property map and Attachment No. 2 for Development Concept Plan*). The purpose of the related zoning amendment bylaw (500.367) is to rezone portions of the subject property, as follows:

- from Rural 1 Zone, Subdivision District ‘D’ (RU1D) to Comprehensive Development Zone (CD42); and,
- from Rural 1 Zone, Subdivision District ‘D’ (RU1D) to Commercial 5 Zone, Subdivision District ‘K’ (CM5K); and,
- from Commercial 5 Zone, Subdivision District ‘B’ (CM5B) to Comprehensive Development Zone (CD42); and,
- from Commercial 5 Zone, Subdivision District ‘B’ (CM5B) to Commercial 5 Zone, Subdivision District ‘K’ (CM5K).

The applicant also proposes a development permit (PL2010-198) to regulate the form and character of the proposed RV park (Crown and Anchor Campground). This Permit will be considered by the RDN Board of Directors upon consideration of final adoption of the associated amendment bylaws.

ALTERNATIVES

1. To receive the report of the public hearing and give third reading to “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Amendment Bylaw No. 1335.05, 2011” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.367, 2011.”
2. To receive the report of the public hearing and deny Bylaws 1335.05, 2011 and 500.367, 2011.

SUMMARY

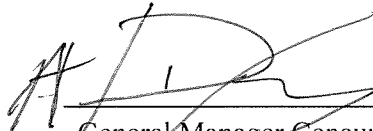
The purposes of the proposed Bylaws No. 1335.05, 2011 and 500.367, 2011 are to re-designate the subject property, from Rural Lands to Resort Commercial Lands, and to rezone the subject property to Comprehensive Development Zone (CD42) and Commercial 5 Zone, Subdivision District ‘K’ (CM5K) in order to permit the development of a recreational vehicle park and related amenity buildings and structures located at 6120 Island Highway West in Electoral Area ‘H’. These amendment bylaws were introduced and given first and second reading on February 22, 2011 and they proceeded to public hearing on March 14, 2011. Staff recommends that Bylaws No. 1335.05, 2011 and 500.367, 2011, be considered for third reading.

RECOMMENDATIONS

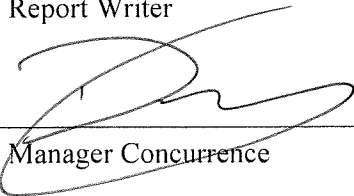
1. That the report of the public hearing held on March 14, 2011 on “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Amendment Bylaw No. 1335.05, 2011” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.367, 2011” be received.
2. That “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Amendment Bylaw No. 1335.05, 2011” be read a third time.
3. That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.367, 2011” be read a third time.



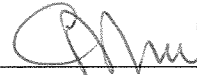
Report Writer



General Manager Concurrence

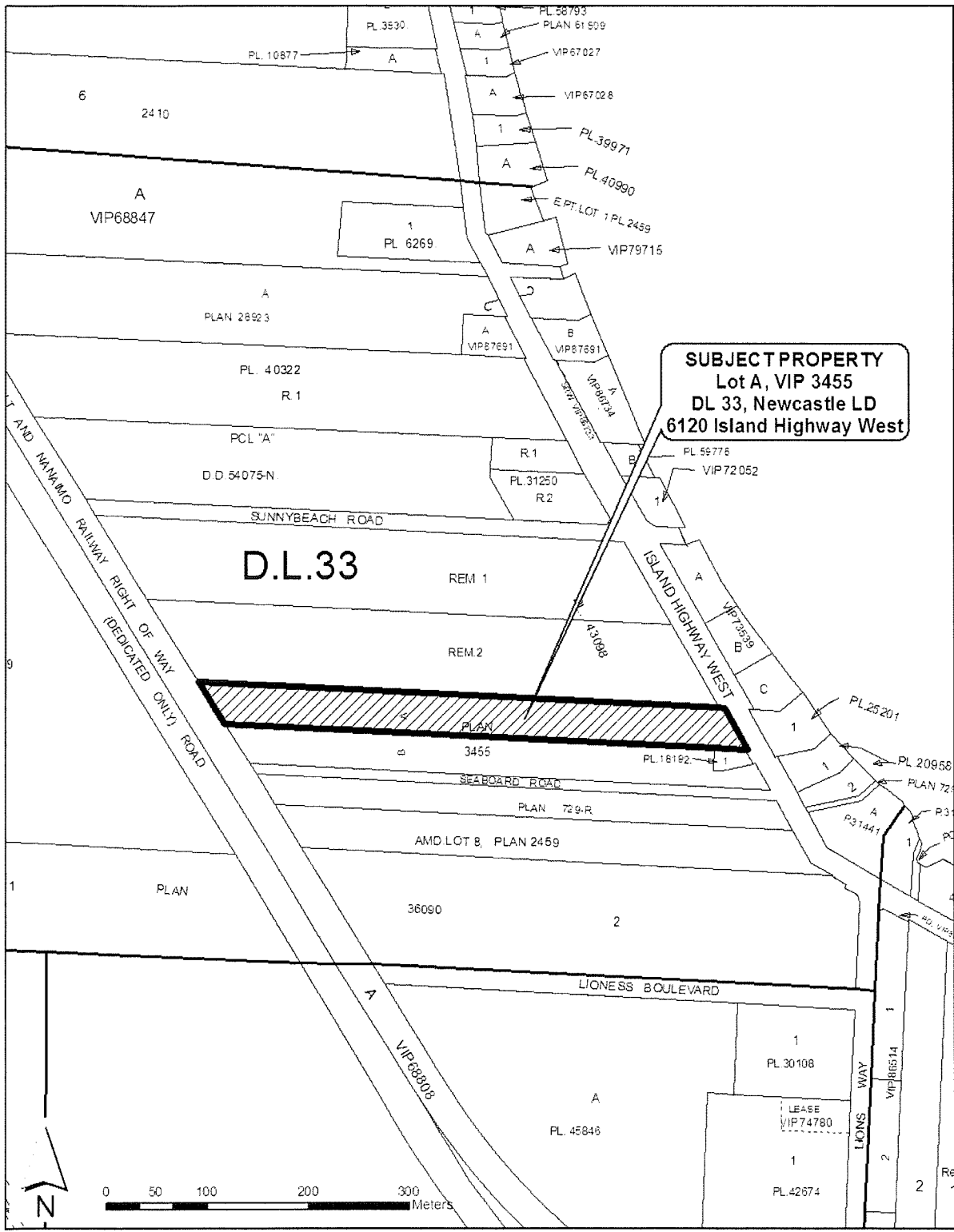


Manager Concurrence



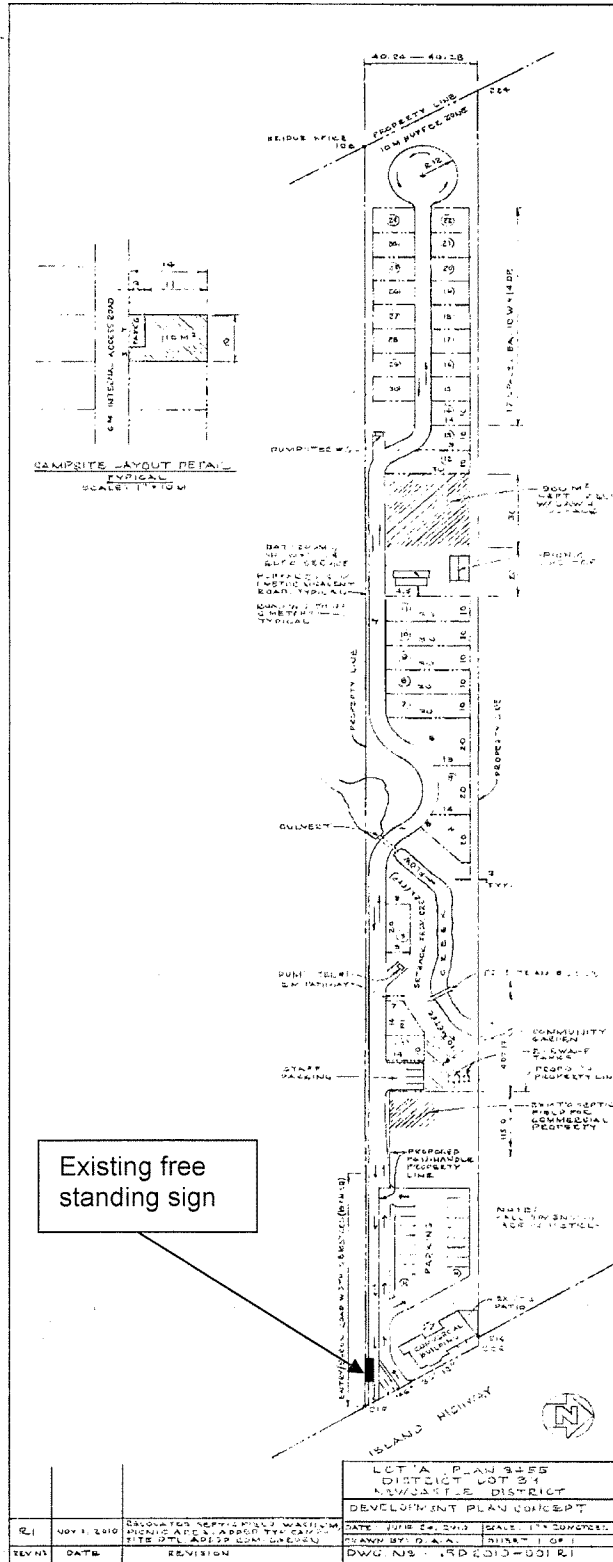
CAO Concurrence

Attachment No. 1
Location of Subject Property



BCGS MAPSHEET 92F 047 2.2

Attachment No. 2
Development Concept Plan



**Attachment No. 3
Summary of the Public Hearing
Held at the Lighthouse Community Centre
240 Lions Way, Qualicum Bay
March 14, 2011 at 6:00 pm
To Consider Regional District of Nanaimo Land Use and Subdivision
Amendment Bylaw No. 500.367, 2011**

Summary of Minutes and Submissions

Note that these minutes are not a verbatim recording of the proceedings, but summarize the comments of those in attendance at the Public Hearing.

PRESENT:

Dave Bartram	Chairperson, Director, Electoral Area 'H'
Lainya Rowett	Planner
Helen Sims	Applicant's Agent
Mike Marks	Property Owner

There was one person in attendance in addition to the applicants and Regional District representatives.

The Chairperson called the Hearing to order at 6:00 p.m., introduced those present representing the Regional District, and outlined the procedures to be followed during the Hearing.

The Planner provided an outline of the Bylaws including a summary of the proposal.

The Chairperson called for formal submissions with respect to Bylaws No. 1335.05, 2011 and 500.367, 2011.

No comments were made.

The Chairperson called for further submissions for the second time.

The Chairperson called for further submissions a third and final time.

There being no submissions, the Chairperson adjourned the Hearing at 6:06 p.m.

Certified true and accurate this 14th day of March, 2011.

Lainya Rowett
Recording Secretary



RDN REPORT		
CAO APPROVAL <i>(Signature)</i>		
EAP		
COW		
MAR 10 2011		
RHD		
BOARD	✓	<i>Mar 22 '11</i>

MEMORANDUM

TO: Dale Lindsay
 Manager, Current Planning

DATE: March 8, 2011

FROM: Lainya Rowett
 Planner

FILE: PL2009-746

SUBJECT: Amendment Bylaw 500.368, 2011 – Gebhard Investments
 Lot 1, District Lot 6, Nanoose District, Plan 22814 – 2465 Apollo Drive
 Electoral Area ‘E’

PURPOSE

To receive the report of the public hearing containing the summary of the minutes and submissions of the public hearing held on March 7, 2011, and to consider Bylaw No. 500.368, 2011, for third reading.

BACKGROUND

Bylaw No. 500.368 was introduced and given first and second reading on February 22, 2011. This was followed by a public hearing held on March 7, 2011. The summary of the minutes and submissions is attached for the Board’s consideration (*see Attachment No. 3*).

The purpose of this zoning amendment bylaw is to rezone the subject property from Residential 1 Zone (RS1), Subdivision District ‘P’ (1,600 m² minimum parcel size with community water) to Comprehensive Development Zone (CD43) in order to recognize an existing non-conforming mobile home park (Schooner Bay Manor Seniors Mobile Home Park) located at 2465 Apollo Drive in the Red Gap Village Centre in Electoral Area ‘E’ (*see Attachment No. 1 for Location of Subject Property map and Attachment No. 2 for Existing Development Site Plan*). No new development is proposed.

ALTERNATIVES

1. To receive the report of the public hearing and give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011.”
2. To receive the report of the public hearing and deny “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011.”

SUMMARY

The purpose of Bylaw No. 500.368, 2011 is to rezone the subject property from Residential 1 Zone (RS1), Subdivision District ‘P,’ to Comprehensive Development Zone (CD43) in order to permit an existing, non-conforming mobile home park located at 2465 Apollo Drive in the Red Gap Village Centre in Electoral Area ‘E’. The amendment bylaw was introduced and given first and second reading on February 22, 2011 and it proceeded to public hearing on March 7, 2011. The requirements set out in the Conditions of Approval (*see Schedule No. 1*) are to be completed by the applicant prior to the Board’s

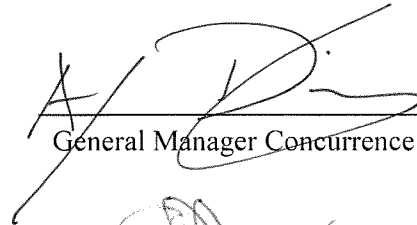
consideration of the bylaw for adoption. Therefore, staff recommends that Bylaw No. 500.368, 2011, be considered for third reading.

RECOMMENDATIONS

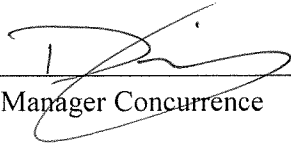
1. That the report of the public hearing held on March 7, 2011 on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011” be received.
2. That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011” be read a third time.



Report Writer



General Manager Concurrence



Manager Concurrence



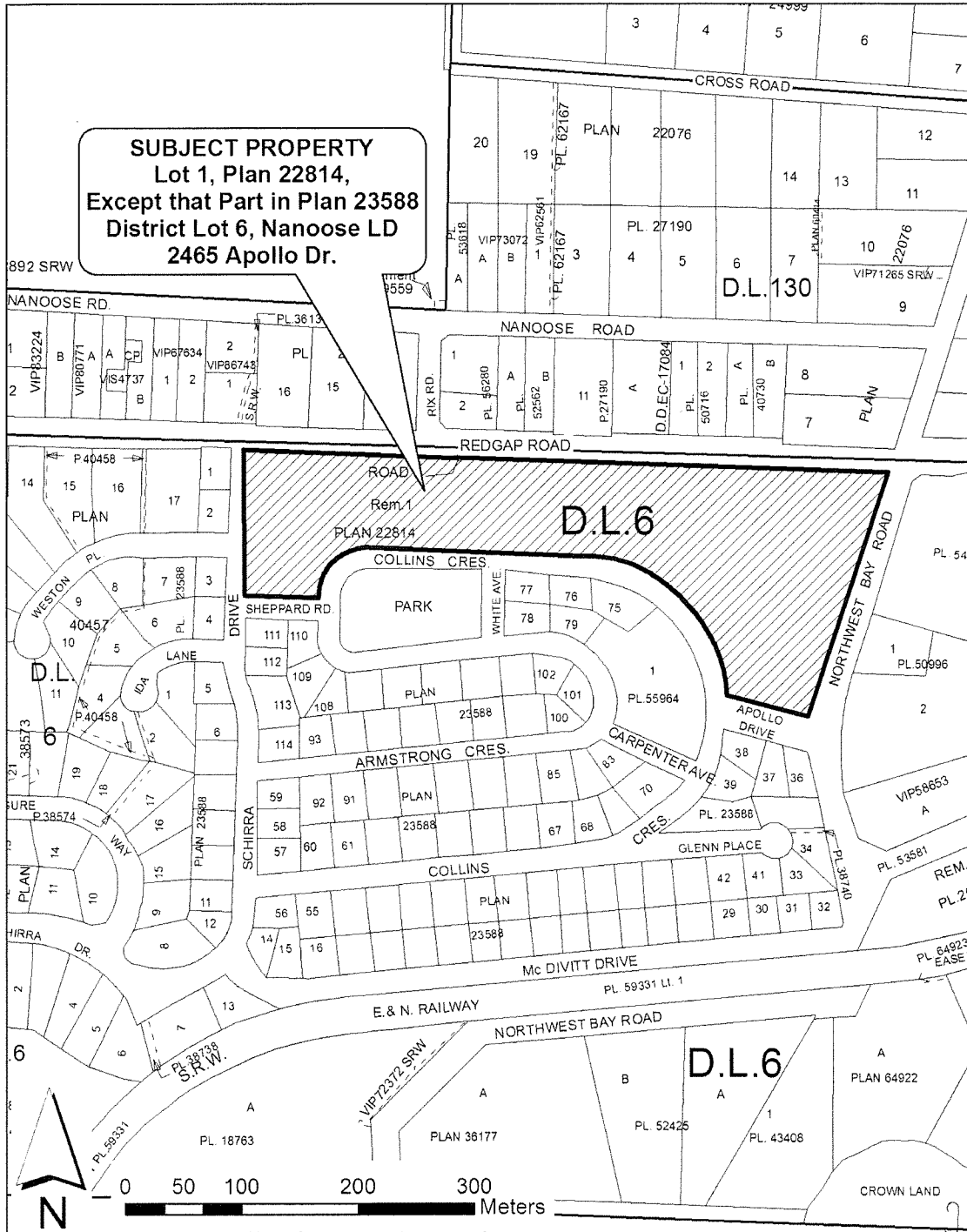
CAO Concurrence

**Schedule No. 1
Conditions of Approval
Zoning Amendment Application No. PL2010-084**

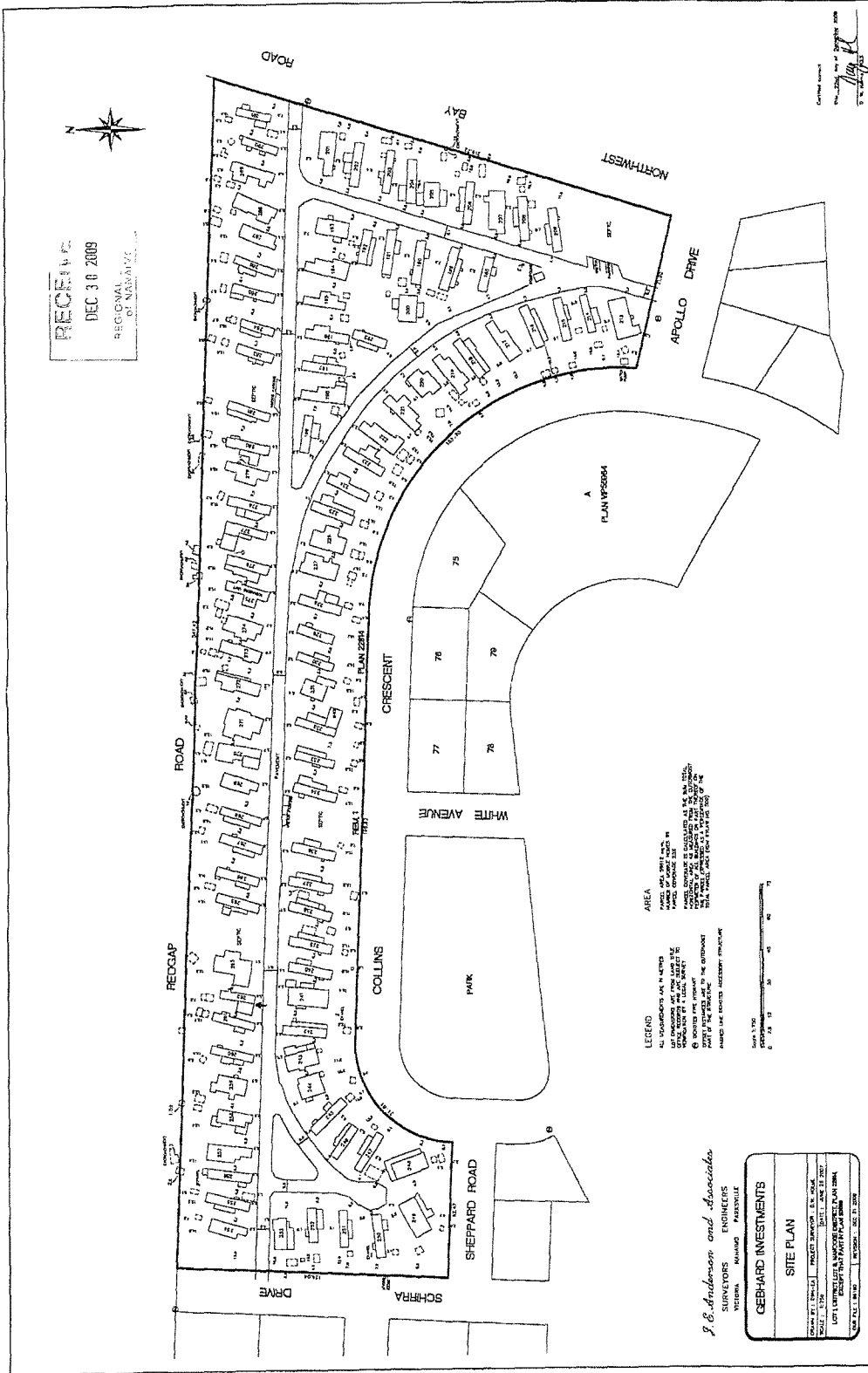
The following is required prior to the amendment application being considered for fourth reading:

1. Completion of outstanding building and structural improvements to the satisfaction of the Regional District of Nanaimo Building Division to address Building Code life and safety issues;
2. Removal of existing accessory buildings and structures located within any road allowance or obtain approval for such encroachments from the Ministry of Transportation and Infrastructure;
3. Submission of a Section 219 Restrictive Covenant requiring this development to connect to community sewer if it becomes available; and,
4. Submission of a Section 219 Restrictive Covenant requiring the sewage disposal systems on this property be developed and maintained in accordance with the recommendations contained in the report prepared by Lewkowich Engineering Associates Ltd. and dated October 29, 2010.

Attachment No. 1
Location of Subject Property



Attachment No. 2
 Existing Development Site Plan



**Attachment No. 3
Summary of the Public Hearing
Held at the Nanoose Place Community Centre
2925 Northwest Bay Road, Nanoose Bay
March 7, 2011 at 6:30 pm
To Consider Regional District of Nanaimo Land Use and Subdivision
Amendment Bylaw No. 500.368, 2011**

Summary of Minutes and Submissions

Note that these minutes are not a verbatim recording of the proceedings, but summarize the comments of those in attendance at the Public Hearing.

PRESENT:

George Holme	Chairperson, Director, Electoral Area 'E'
Lainya Rowett	Planner
Maureen Pilcher	Applicant's Agent

There were fifteen persons in attendance, including the applicant and Regional District representatives.

The Chairperson called the Hearing to order at 6:30 p.m., introduced those present representing the Regional District, and outlined the procedures to be followed during the Hearing.

The Planner provided an outline of the Bylaw including a summary of the proposal.

The Chairperson called for formal submissions with respect to Bylaw 500.368, 2011.

C. Leslie, Unit No. 249, 2465 Apollo Drive, asked for clarification on the intent of the proposed Comprehensive Development Zone and what permitted uses would be included in this zoning.

The Planner explained that the proposed zoning is intended to recognize the existing uses and permit a mobile home park with accessory buildings and structures for each unit and the mobile home park.

C. Leslie also asked for clarification on the land use designation of the subject property and if the land is designated for mobile home park use.

The Planner confirmed that the subject property is designated as land within the Red Gap Village Centre, which encourages a mix of housing types and higher density in the Red Gap commercial centre. The Planner also explained that this land use designation doesn't explicitly designate the property to be used for mobile home park use but it supports the existing use and proposed zoning.

Maureen Pilcher, the Agent for this development application, provided further background information. She explained the history of the property zoning; how it was zoned for residential use, which made the existing mobile home park a non-conforming use; and, how she subsequently worked with residents in the park who wanted to apply to the Board of Variance (BOV) for approval to locate new (replacement) mobile homes within the property. She further explained that after several years of receiving these applications, the BOV advised that it would no longer consider such applications until the non-

conforming use was made legal. As a result, the property owner submitted a rezoning application to preserve the existing use.

The Chairperson called for further submissions for the second time.

The Chairperson called for further submissions a third and final time.

There being no further submissions, the Chairperson adjourned the Hearing at 6:40 p.m.

Certified true and accurate this 8th day of March, 2011.

Lainya Rowett
Recording Secretary



RDN REPORT		
CAO APPROVAL <i>CW</i>		
EAP		
COW		
MAR 09 2011		
RHD		
BOARD	✓	<i>Mar 22 11</i>

MEMORANDUM

TO: Paul Thompson
 Manager of Long Range Planning

DATE: March 7, 2011

FROM: Stephen Boogaards
 Planner

FILE: PL2009-778 AA

SUBJECT: Report of the Public Hearing held February 24, 2011 on Bylaws No. 1148.07 & 1309.01 – Addison - 2610 Myles Lake Road - Electoral Area ‘C’

PURPOSE

To receive the Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on February 24, 2011, to consider Bylaw No. 1148.07, 2011 for 3rd reading and consider referring Bylaw No. 1309.01, 2011 to affected local governments for acceptance.

BACKGROUND

An amendment application was received in 2006 by the Planning Department for a property located on 2610 Myles Lake Road in Area ‘C’. The application was made to amend the Official Community Plan (OCP) and zoning bylaw to allow for the subdivision of the subject property into four lots. For the application to proceed there must be an amendment to the Regional Growth Strategy (RGS) which prohibits the decrease of the minimum parcel size on the subject property.

The Regional Board granted 1st and 2nd reading to Bylaw No. 1309.01, 2011 and Bylaw No. 1148.07, 2011 at its regular meeting held on January 25th, 2011.

Bylaw Referrals

The OCP Amendment Bylaw was referred to the Ministry of Community, Sport and Cultural Development, District of Lantzville, Ministry of Natural Resource Operations, Ministry of Transportation and Infrastructure, City of Nanaimo, City of Parksville, Town of Qualicum Beach, School District 68, Snuneymuxw First Nation, Stz’uminus First Nation and the Vancouver Island Health Authority. A summary of the agency referral comments was available at the Public Hearing and is included as part of the written submissions and comments included in Schedule No. 4.

The Stz’uminus First Nation and Ministry of Natural Resource Operations had concerns about the protection of fish and wildlife values on the property especially adjacent to Blind Lake. Should these bylaws be adopted, the RDN will address these concerns as part of the rezoning and subdivision processes. Both agencies indicated that they were amenable to this course of action.

Public Hearing

A public hearing was held pursuant to the *Local Government Act* on February 24, 2011 with approximately 40 persons in attendance (*see Schedules No. 1-3 for the Report of the Public Hearing and written submissions received on the Bylaws*).

ALTERNATIVES

1. That the Report of the Public Hearing be received, 3rd reading of Bylaw No. 1148.07, 2011 be approved and Bylaw 1309.01, 2011 be referred to affected local governments for acceptance.
2. That Bylaws No. 1148.07, 2011 and 1309.01, 2011 not proceed.

PROCESS IMPLICATIONS

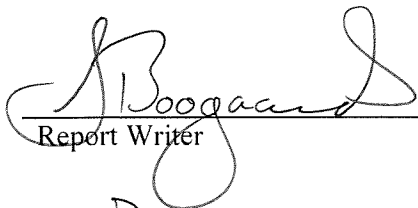
Prior to Board adoption of the bylaws, the RGS amendment must be accepted by each affected local government which are the member municipalities of the Regional District of Nanaimo and adjacent regional districts. Each affected local government will be requested to respond to the regional growth strategy bylaw by resolution within 60 days. If a local government objects to the RGS amendment, the process is then taken over by the Minister of Community, Sport and Cultural Development who will determine the form and nature of efforts to resolve the matter. The disputing parties (the local government that objects and the regional district and other impacted local governments) must share equally all costs associated with the process imposed by the Minister.

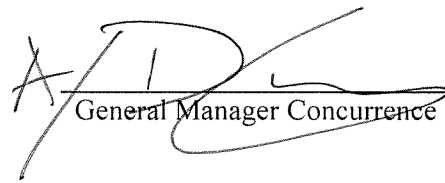
SUMMARY

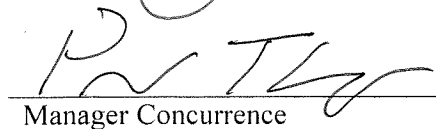
The purpose of Bylaw 1309.01, 2011 and 1148.07, 2011 is to amend the RGS and OCP to allow a zoning amendment application for a four lot subdivision to proceed. The amendment bylaws were introduced and read two times on January 25th, 2011 and proceeded to Public Hearing on February 24, 2011. The Board must now consider whether to approve third reading for Bylaw 1148.07, 2011 and refer Bylaw 1309.01 to affected local governments for acceptance. Bylaw 1309.01, 2011 must be accepted by all affected local governments prior to adoption by the RDN Board.

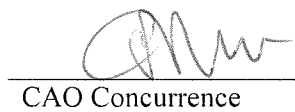
RECOMMENDATIONS

1. That the Report of the Public Hearing held Thursday February 24, 2011 on Bylaws No. 1309.01 and 1148.07 be received.
2. That “Regional District of Nanaimo Arrowsmith Benson – Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.07, 2011” be read a third time.
3. That “Regional Growth Strategy Bylaw No. 1309.01, 2011” be referred to affected local governments for acceptance.


Report Writer


General Manager Concurrence


Manager Concurrence


CAO Concurrence

Schedule No. 1

**REPORT OF THE PUBLIC HEARING HELD THURSDAY, FEBRUARY 24, 2011 AT 7:00 PM
AT EXTENSION COMMUNITY HALL, 2140 RYDER STREET
TO CONSIDER REGIONAL DISTRICT OF NANAIMO REGIONAL GROWTH STRATEGY
AMENDMENT BYLAW NO. 1309.01, 2011 AND ARROWSMITH BENSON – CRANBERRY
BRIGHT OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 1148.07, 2011**

Note that this REPORT IS not a verbatim recording of the proceedings, but are intended to summarize the comments of those in attendance at the Public Hearing.

Present for the Regional District of Nanaimo:

Joe Stanhope	Chair, Director, Electoral Area ‘G’ and RDN Board Chairperson
Maureen Young	Chair, Director, Electoral Area ‘C’
Dave Bartram	Director, Electoral Area ‘H’
Carol Mason	Chief Administrative Officer
Paul Thorkelsson	General Manager of Development Services
Paul Thompson	Manager of Long Range Planning
Stephen Boogaards	Planner

There were approximately 40 people in attendance at the Public Hearing.

Written submissions were received during the Public Hearing from:

Linda Addison, 2610 Myles Lake Road (enclosed letters of support)
Ralph Bennett, 2505 Godfrey Road
Sharon Bennett, 2505 Godfrey Road

The Chair, Director Young opened the meeting at 7:00 pm and introduced those attending the meeting from the RDN.

The Chair, Director Young stated the purpose of the Public Hearing and requested that staff explain the Regional Growth Strategy Amendment Bylaw No. 1309.01, 2011 and Arrowsmith Benson – Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.07, 2011.

Stephen Boogaards, Planner provided a description of the Bylaws.

The Chair, Director Young outlined the Public Hearing procedures and invited submissions with respect to the proposed Bylaw from the audience.

Linda Addison, 2610 Myles Lake Road read her submission.

Sharon Bennett, 2505 Godfrey Road, asked to go on record to support both bylaws and requested that the RDN also support the bylaws. Mrs. Bennett did research on the McLean family and found that they lived on an adjacent property since 1901. The land was subdivided in the 1960s. When she moved to the area the zoning on her property allowed 4 houses. This changed with the Official Community Plan. All surrounding properties are 5 acres.. The map mailed to all houses for the public hearing does not indicate that many of the properties were converted to strata.

Wayne Hamilton, 2150 John Street, spoke in favour of the application. He is bothered that the City of Nanaimo can control a subdivision in the regional district but has no objection to Cable Bay. The RDN is introducing building inspection, taking over volunteer fire departments and creating new functions such

as drinking water protection with no indication for how to pay for the bureaucracy. The RDN can only afford it if more development is allowed.

Mike Gogo, 2625 South Forks Road stated that there are great people in the community and he has enthusiasm for something in the area other than a garbage dump.

Anita Pangborne – Lahue, 2521 Myles Lake Road, explained that her family moved to the area 5 years ago and found that it is a very family focussed community. Having family close by is a support system. The applicants want to move their family to the property. There needs to be something in the Official Community Plan to support families. There should be an ongoing exception for families.

The Chair, Director Stanhope asked if there were any other comments or submissions.

Jim Slotte, 1755 Nanaimo River Road, stated that he supports the applicants.

Dan O’Hara, 2225 Godfrey Road, stated that he supports the subdivision. He agrees with the previous speaker that it supports families. Many people who grew up in the area want to raise their families in the area.

Chris Garbers, 2740 Heather Way, stated that he is the neighbour and he supports the application.

Ralph Bennett, 2505 Godfrey Road, stated that he fully supports the proposal. Currently Myles Lake Road is all 5 acre subdivisions. It would be a good fit for the neighbourhood.

Jeff Addison, 300 Dan’s Road, stated that he is directly beside the property and he supports the application.

Owen Gardiner, 2720 Heather Way, stated that he is across the lake and he supports the application.

Stephen Addison, 1021 Bruce Ave, stated that he supports the application.

Clint O’Hara, 2230 Godfrey, supports the application and explained the benefit of growing up in an area where there is family.

Rod McDonald, 287 Dan’s Road, stated that he supports the application.

Stewart James, 2535 Myles Lake Road, stated that he supports the application.

Tanya Stone, 2963 Extension Road, stated that she supports the application.

Sherrell Blois, 280 Dan’s Road, stated that she supports the Bylaws.

Brad Whiteside, 1680 Spruston Road, stated that he supports the application.

Lyle Trimble, 980 Nanaimo River Road, stated that he moved to the area hoping his family could also stay in the area.

Teresa Scroope, 675 Muzwell Hill Road, stated that she supports the application.

Karen Gogo, 2510 South Fork Road, stated that she supports the application.

Michael Philip, 2540 Myles Lake Road, stated that he raised his kids in the area and likes the idea of them going to the lake instead of the Nanaimo River.

Randy Snider, 2620 South Forks Road, stated that he supports the application.

Dena Dancy, 1021 Bruce Ave, stated that she supports the application. It is very exciting that there is community support. Letters that do not support the application do not understand.

Dan Gogo, 2100 Nanaimo River Road, stated that he supports the application. He questioned what else they could do with the property.

Jenn Stringer, 2691 McLeans Road, stated that she is in support of the application. She agrees that family and community is important.

Jordan Stringer, 2691 McLeans Road, stated that he is in support of the application. He believes that it is a problem when people cannot raise their kids in the community they grew up in.

Scott Nicol, 2158 Ryder Street, stated that he supports the application.

Rob Loudon, 625 Church Street, stated that he thinks the subdivision is a great idea.

Chuck Addison, 2610 Myles Lake Road, presented a copy of the Official Community Plan introduction. The document explains that community involvement and community objectives support a moderate amount of development. The document also states that the residents are the final arbiters of community values. He stated that public opinion should override the RDN plans.

Stephen Addison, 1021 Bruce Ave, stated that it is unanimous that everyone is for the application.

The Chair, Director Stanhope asked if there were any other comments or submissions.

The Chair, Director Stanhope asked for a second time if there were any other comments or submissions.

The Chair, Director Stanhope asked for a third time if there were any other comments or submissions. Hearing none, the Chair thanked those in attendance and announced that the Public Hearing was closed.

The meeting concluded at 7:33 pm.

Director Joe Stanhope
RDN Board Chair and Director Electoral Area 'G'

Director Maureen Young
Electoral Area 'C'

Recording Secretary

Schedule No. 2
Written Submissions Received at the Public Hearing

Public Hearing Feb. 24, 2011

Thank you so much for coming out to this Public Hearing tonight. I am here to speak in support of our Application for the amendments to the OCP & Regional Growth Management for our property at 2610 Myles Lake Road. We want to take a 5 acre lot off for our son. Because our property was a former M&B Forest Land Reserve property it downzoned from Subdivision District D - 5 acres Rural Residential to Subdivision V - Resource - 2 houses to 123 acres - 1 house during the OCP process in order to go back to the previous zoning we need to:

1. Amend the Area C OCP Land Use Designation from Resource to Rural
2. Amend the RGS to exempt only our property from RGS policy 3A...
3. Thenwe will be able to submit a site-specific rezoning application

This is the ONLY way this can be done. There is no other option!

When we purchased the property in 1998/99 underlying zoning same as surrounding area 5 acres 2 houses. The OCP/Bylaw 500.523 down-zoned it to 1 house per 123 acres. We were led to believe by an RDN planner that if/when it came out of the FLR we could apply to have the zoning reinstated. FLR disbanded in 2003/2004 Our purpose is to be able to create a 5 acre parcel for our son. We live on the property in the 1 house that is currently allowed.

History:

The property has been privately owned since 1921 when it was purchased from the Colliery Coal Company by Dan McLean. In 1948 it was purchased from a tax sale by John & Grace Laird...(who happened to be Chuck's Aunt Jean's parents). In 1980 after the Lairds passed, it was sold to M&B.....Often if the M&B Executives saw a property they might like to have, it was bought with the idea that it might be bought by someone in the company down the road. It was sold to M&B in 1980, placed in the FLR in 1996 and up to the OCP the underlying zoning was always rural residential like the surrounding properties. It was down-zoned in 1999 to 1 house per 123 acres...we have 23 acres & we live in the 1 house that is allowed. We are asking for a "site-specific" zoning 1 house to 5 acres.

In the OCP /Regional Growth Strategy, there were 897 properties that were down-zoned into the whole of the RDN.....of those 897 13 of them went from RU1D 5 acres 2 houses to RU6V 123 acres 1 house. Those 13 were all in Area C.....of those 13...3 are too small to subdivide. 6 belong to a Forestry company & have forever been forestry. 2 belong to the Crown....and there is only 1 other privately owned property that we could be

compared to and that property has some environmentally & geographic issues that would need to be addressed.

Summary:

1. For at least 77 years.... The property was/has been rural residential 5 acres 2 houses or 1 house to 2.5 acres, unlike the Forest Lands which have been traditionally & always forestry.
2. We were led to believe that rezoning was possible once it was removed from the FLR.
3. Only 1 other privately owned property could set a precedent, but we are asking for a site-specific zoning.
4. We are "sandwiched" by 5 acre /2.5 acre parcels. Our proposal would be compatible with the surrounding properties.
5. Maximum additional residences will be 3 more.....we plan on staying in our house on the property.
6. To the best of our knowledge we are the ONLY application for a site-specific zoning & an exemption. It has taken us almost 5 years to get to this public hearing.
7. We have STRONG – VERY STRONG community support!! For the support from the community we are truly grateful & we thank each and everyone of you. To the RDN Directors who have supported us – thank you!!!

We are also submitting all the letters of support & emails that we have received copies of over the last few years.

Thank you

Chuck & Linda Addison

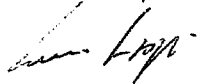
Oct 19 2010

Regional District of Nanaimo
Re: Addison property.

To whom it may concern:

I was on the APC (Advisory Planning Committee) for area C when the zoning of this property first came to our attention. This property was rural residential before it was put into the FLR (Forestry Land Reserve) and should not have been in the FLR. The APC recommended that it should be returned to its original classification (see original APC reports for details) and this would have corrected the mistake. The inability to fix a classification error (this has been going on for over 11 years) is one of the things that breeds distrust of the Regional District and the process as it now stands.

Sincerely



Louis Lapi

February 20, 2011

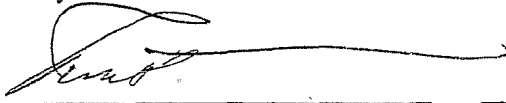
To: **Directors, Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment ByLaw No. 1148.07,2011
RGS Amendment Bylaw No. 1309.11,2011

I/We are unable to attend the Public Hearing on February 24, 2011.

As a resident of Area C, I/We **support** the ByLaw amendments necessary for the application located at 2610 Myles Lake Road. I/We urge all RDN Directors to support both the Area C Official Community Plan amendment, the RGS amendment & zoning amendments that are required.

Sincerely



Address: 455 Lakewood Pl Nanaimo
V9X-1E7

February 20, 2011

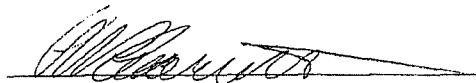
To: **Directors, Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment ByLaw No. 1148.07.2011
RGS Amendment Bylaw No. 1309.11.2011

I/We are unable to attend the Public Hearing on February 24, 2011.

As a resident of Area C, I/We **support** the ByLaw amendments necessary for the application located at 2610 Myles Lake Road. I/We urge all RDN Directors to support both the Area C Official Community Plan amendment, the RGS amendment & zoning amendments that are required.

Sincerely

 2011/02/22

Address: 2559 Myles Lake Rd

Linda Addison

From: "sutcliffe" <sutcliffe6@shaw.ca>
To: <addisoncl@shaw.ca>
Sent: Tuesday, May 11, 2010 7:54 AM
Subject: Fw: 2610 Myles Lake Road
copy of letter sent this morning!!
GOOD LUCK!!

----- Original Message -----

From: sutcliffe
To: jstanhope@shaw.ca
Cc: maureen_young@shaw.ca
Sent: Tuesday, May 11, 2010 8:53 AM
Subject: 2610 Myles Lake Road

Dear Joe Stanhope,

We are sending this email to show our support for Chuck and Linda Addison, who reside at 2610 Myles Lake Road.

They will be attending the RDN meeting this evening, May 11, 2010, to ask that the RDN Board move their application forward as a site-specific zoning.

As neighbours in the area we wish to show our full support for their application to be moved forward. This family has truly worked hard for many years to obtain this site-specific zoning request. The request is clearly understandable, as they wish to have their children and their families, reside on their own lots close to them.

As parents of a large family (we have 4 children) it would be a dream to have such a wonderful property to share with my children.

Please move the application forward for 2610 Myles Lake Road, as a site-specific exemption and zoning back to 5 acre parcels.

Thank you very much,
Shane and Linda Sutcliffe
445 Lakewoods Place
Nanaimo, BC, V9X 1E7
250-741-1134

2/23/2011

Linda Addison

From: "sutcliffe" <sutcliffe6@shaw.ca>
To: <addisoncl@shaw.ca>
Sent: Thursday, February 24, 2011 9:16 AM
Subject: support letter
To the Regional District of Nanaimo,
Regarding Bylaw #1309.01.2011

Once again I am writing to show our support for our neighbours Chuck and Linda Addison.

Living in the same community as well as having a large family, we fully understand the reason for this family applying for an amendment to the Ocp and Rgs, which would then allow them to apply for rezoning. Having such a beautiful parcel of land, to share with family and keep family close is the ultimate dream for most families.

Please consider allowing the amendment for 2610 Myles LakeRoad to pass.

Thank you,
Linda Sutcliffe
445 Lakewoods pl
Nanaimo, B.C.

②

2/24/2011

Linda Addison

From: "KJ Ford" <kjford@shaw.ca>
To: <addisoncl@shaw.ca>; "Maureen Young" <maureen_young@shaw.ca>
Sent: Tuesday, February 22, 2011 3:25 PM
Subject: Chuck and Linda Addison

RDN Directors

We would like to show our support for our neighbours Chuck and Linda Addison in their bid to subdivide their incredible property. We live just off Myles Lake road at 415 Lakewoods Place and are hopeful that with the increased tax base the RDN will be able to afford a permanent fix to the yearly pothole problem on Myles Lake Road.

Good Luck Addison's!

Linda Addison

From: "Donna" <donna@artwithblooms.com>
To: "Chairperson Joe Stanhope" <jstanhope@shaw.ca>
Cc: <MaureenYoung@shaw.ca>
Sent: Saturday, May 08, 2010 9:21 AM
Subject: Support for property rezoning
TO RDN Board of Directors:

We are Peter and Donna Wilk, owners and residents of 2520 Myles Lake Rd, Nanaimo, BC V9X 1E7. We are writing to show our support for Mr. Chuck Addison's and Mrs. Linda Addison's request that their property (Lot 1, Section 7, Range 3, Cranberry District) be zoned back to its original 5 acre residential designation.

Thank you for your consideration.

Sincerely,

Peter and Donna Wilk
2520 Myles Lake Rd.
Nanaimo, BC V9X 1E7
Tel: 250-591-5190

2/23/2011

Linda Addison

From: "Liliana /Chris" <lilianag@telus.net>
To: <addisoncl@shaw.ca>
Sent: Monday, May 10, 2010 2:36 PM
Subject: Addison rezoning support letter
to Mr. Joe Stanhope

Hello our names are Christopher, Liliana, and Isabella Garbers we currently live on Blind lake at 2740 Heather Way. We wish to support the Addison family on their application to subdivide a 5 acre parcel of their 23 acres of land, for their son Stephen. We feel a minimum size of 5 acres, is a reasonable size to subdivide and will not disrupt the setting or environment of the lake
sincerely yours,
the Garbers Family

2/23/2011

Linda Addison

From: "brenda markland" <bamarkland@gmail.com>
To: <addisoncl@shaw.ca>
Sent: Tuesday, May 11, 2010 2:46 PM
Subject: Subdivision

We, Chaim Adler and Brenda Markland, living at 2687 McLean Road, support the rezoning application for 5 acre parcels by Chuck and Linda Addison.=

2/23/2011

Linda Addison

From: "The Heins" <theheins@shaw.ca>
To: <addisoncl@shaw.ca>
Sent: Tuesday, May 11, 2010 2:47 PM
Subject: May 11th RDN meeting

To whom it may concern:

Please accept this email as a gesture of our support to Chuck and Linda Addison in their bid to rezone their property back to its original 5 acre residential designation in order to subdivide a parcel of land for their family.

Sincerely

Jeff and Tina Hein
2550 Myles Lake Road
Nanaimo, BC V9X 1E7

2/21/2011

Feb. 9, 2011

To Directors.

Regional District of Nanaimo.

From: Robert + Lois Gilbert

As a resident of the City of Nanaimo,
We support the amendment to the
Regional Growth Strategy to allow the
rezoning of the property at
2616 Myles Lake Road Area C
Nanaimo.

Bob + Lois Gilbert

February 12, 2011

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

Re: Area 'C' Official Community Plan Amendment ByLaw No.
1148.07,2011
RGS Amendment Bylaw No. 1309.11,2011

As a resident of Myles Lake Road in Area C, I support the ByLaw amendments necessary for the Addison application for 2610 Myles Lake Road. I urge all the RDN Directors to support both the Area C Official Community Plan amendment, the RGS amendment & zoning amendments that are required.

Sincerely

Teresa Colvin
2570 Myles Lake Rd
Nanaimo, B.C.
V9X 1E7

February 20, 2011

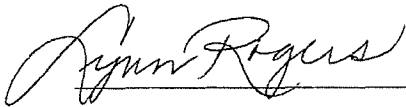
To: **Directors, Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment ByLaw No. 1148.07,2011
RGS Amendment Bylaw No. 1309.11,2011

I/We are unable to attend the Public Hearing on February 24, 2011.

As a resident of Area C, I/We support the ByLaw amendments necessary for the application located at 2610 Myles Lake Road. I/We urge all RDN Directors to support both the Area C Official Community Plan amendment, the RGS amendment & zoning amendments that are required.

Sincerely



LYNN ROGERS

Print Name

Address: 2546 Myles Lake Rd.
Nanaimo Bc
V9X 1E7.

Linda Addison

From: "Lee-anne Hutchinson" <lee-anne.hutchinson@scotiabank.com>
To: <addisoncl@shaw.ca>
Sent: Monday, May 10, 2010 3:29 PM
Subject: RDN Meeting May 11/2010
To Chuck & Linda Addison

My Name is Lee-Anne Hutchinson. I have lived at 2435 Myles Lake Road, Nanaimo, B. C. for over 19yrs. I received a visit from some of your family members last saturday, who dropped off some information and introduced themselves. I do not know your Family personally, but I have read the outline of your upcoming request to rezone your property back to its original 5 acres residential designation in order to subdivide off a 5 acre parcel for your son which you will be presenting to the Regional District of Nanaimo.

I do not have a computer at my residence, so I am emailing you My PERSONAL SUPPORT (Not the Scotiabank's) from my computer where I am employed. (At Scotiabank)

I am not able to attend the meeting on May 11, 2010, but hopefully a copy of this email can be provided to show MY SUPPORT for you and your Family in this matter. I Feel your request to the RDN is very reasonable and hopefully will be granted.

Best of Luck to You and your Family.

Regards

Lee-Anne Hutchinson
Home Phon #250-753-4284

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2/22/2011

October 3, 2010

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

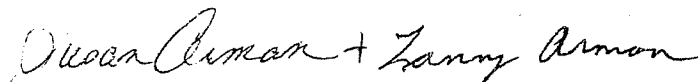
Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778

As a member of the Area 'C' Official Community Plan Committee and as a long time resident of Area C, I do not have any objections to the Addison Application for 2610 Myles Lake Road. I urge the RDN EAP Directors to support not only the Area C Official Community Plan amendment, but also the RGS & zoning amendments that are required. In my opinion, this property should have been left in its original 5 acre designation to be compatible with the surrounding properties.

Our OCP states: "Its fundamental aim is to preserve the rural character and natural amenities of Arrowsmith-Benson – Cranberry Bright while allowing for a moderate level of compatible growth and settlement, in appropriate locations." This is not only an appropriate location given the surrounding 5 acre parcels, but I would consider the additional 5 acre parcels in the Myles Lake area is a "low" to "moderate" level of growth.

Sincerely



Susan Arman
685 Muzwell Hill
Nanaimo, B.C.

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo


Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778

I support the amending of the Area 'C' OCP for this application.

I also support amending the RGS to allow this application to go through as a site-specific zoning.

Sincerely


LOT 2 CORSINI DRIVE
EXTENSION


**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

I support the amending of the Area 'C' OCP for this application.

I also support amending the RGS to allow this application to go through as a site-specific zoning.



Sincerely

BRAD WHITESIDE
2901 EXTENSION RD

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778

As residents of Area C, we support this application. We also support amending the Area 'C' Official Community Plan as well as the Regional Growth Strategy plan to create a "site-specific" zoning for this property. We urge you to support this application.

Sincerely



2230 Godfrey Rd.

Nanaimo, B.C.

V9X 1G3

**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

As a property owner/ resident of Area C. we support the amendment to the Area 'C' Official Community Plan to allow this application to proceed. We also support the RGMS amendment. We do not feel that this application will set any precedent.

Thank you

*Steve & Linda Schmidt
2587 Myles Lake Rd.*

**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

As a property owner/ resident of Area C, we support the amendment to the Area 'C' Official Community Plan to allow this application to proceed. We also support the RGMS amendment. We do not feel that this application will set any precedent.

Thank you

KEVIN J. YOUNG 2591 MYLES LAKE RD. NAN. B.C. V9X 1E7

Kevin Young

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778

Roberto Rossetto
1866 NANAIMO River Rd

**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

I support this site-specific application. I the Area C Official Community
Plan & the RGS amendment as well as the necessary
changes to the zoning by-law.

Thank you

Wayne Hamilton
2150 JOHN ST
NANAIMO BC
V9X 1G2

**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

I am a resident of Area C and support the application, amending the Area C Official Community Plan, the RGMS amendment and the necessary changes to the zoning by-law.

Thank you

*Mike Belatto
2100 Bramley Rd
Nanaimo B.C.*

**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

MARTIN LEIGH 80 RIVER TERRACE
V9X 1E1

As residents of Area C, we support the application, the amending of the Area C Official Community Plan, the RGMS amendment and the necessary changes to the zoning by-law. We ask the EAPC Directors to support this application.

Thank you



**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

We have no problem support this application and the amendments to the Area 'C' OCP. We also support amending the RGS to allow this application to go through as a site-specific zoning.

Sincerely

Raymond Senini,
2904 Extension rd, Nanaimo, B.C.



**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

We support this application and the amending the Area 'C' OCP.

We also support amending the RGS to allow this application to go through as a site-specific zoning.

Sincerely

Ken Wicklund

2037 MIDORA RD. NANAIMO BC


To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # 0604 to create 4 - 5 acre parcels

We do not have any objections to the amendment of our Area C
Official Community Plan to allow this application to proceed.

Sincerely


GORDON M JOINER
2795 McLENNAN RD

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778

Sherell Blais Darren Blais 280 Dans Rd

We support the amending of the Area 'C' OCP.

We also support amending the RGS to allow this application to go through as a site-specific zoning.

Sincerely

S Blais
D Blais

**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

I support the amending of the Area 'C' OCP for this application.

I also support amending the RGS to allow this application to go through as a site-specific zoning.

Sincerely

JUDY BAUN
31 RIVER TERRACE
NANAIMO BC.

V9X 1E1



**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

We support the amending of the Area 'C' OCP.

We also support amending the RGS to allow this application to go through as a site-specific zoning.

Sincerely

Jan O'Hara
2225 Godfrey Rd.
Nanaimo, B.C.
V9X 1G3

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

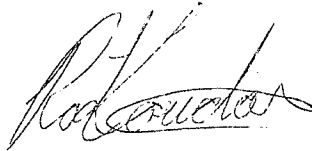
Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778

As residents of Area C, we support the Addison application and the amending of the Area C Official Community Plan, the RGMS and the zoning bylaw and urge the EAPC Directors to do the same.

Sincerely

Rob Loudon



625 Church St
EXTENSION

**To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment

**Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778**

SCOTT NICHOL scott nichol 2158 RYDER

As residents of Area C, we support the Addison application and the amending of the Area C Official Community Plan, also, the RGMS amendment and the necessary changes to the zoning by-law. Please support this application.

Thank you

To: Directors
Electoral Area Planning Commission
Regional District of Nanaimo

Re: Area 'C' Official Community Plan Amendment

Chuck & Linda Addison - 2610 Myles Lake Rd.
Application # PL 2009-778

Stone

We do not have any objections to this application for 2610 Myles Lake Road and we urge the RDN Directors to support not only our Area C Official Community Plan amendment but also the RGS & zoning amendments that are required.

Sincerely

Marcus Stone

Corsini Drive.

February 20, 2011

To: **Directors, Regional District of Nanaimo**

Re: Area 'C' Official Community Plan Amendment ByLaw No. 1148.07,2011
RGS Amendment Bylaw No. 1309.11,2011

I/We are unable to attend the Public Hearing on February 24, 2011.

As a resident of Area C, I/We **support** the ByLaw amendments necessary for the application located at 2610 Myles Lake Road. I/We urge all RDN Directors to support both the Area C Official Community Plan amendment, the RGS amendment & zoning amendments that are required.

Sincerely

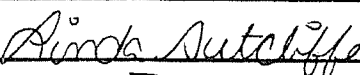

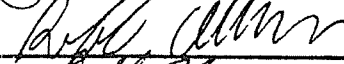
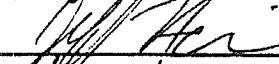


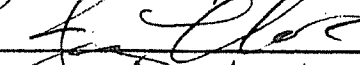
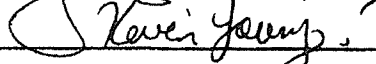
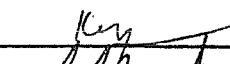


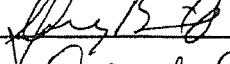
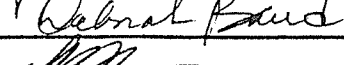
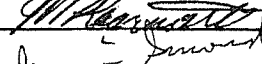
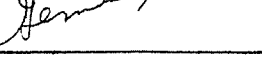
Kelly Inglis [Signature]

Address: 2500 Myles Lake Road, Nanaimo B.C.

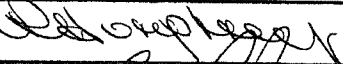
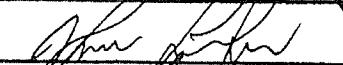
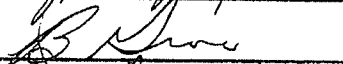
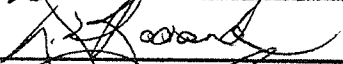



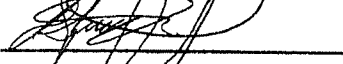


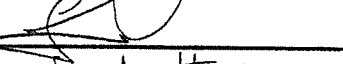
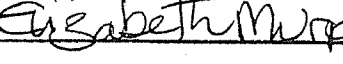
To protect the rural integrity of our area, and maintain the economic and environmental sustainability of our neighbourhood, we request the Regional District of Nanaimo to rezone the property at 2610 Myles Lake Road, legally described as Lot 1 PL: VIP68949 SEC: 7 RG: 3 Cranberry Land District from RU6V (Resource) to its original rural residential zoning (5 acre residential parcels) prior to the OCP and FLR. Application #00604

Name (print)	Address	Signature
Heather Gallant	2390 Myles Lake Rd. Nan. V9X 1E7	<i>Heather Gallant</i>
Dolly McDonald	287 Dens Rd Nanaimo V9X 1E3	<i>Dolly McDonald</i>
Mark KEEN	1004 Nanaimo River Rd	<i>Mark Keen</i>
K. McLachlan	2383 Godfrey Rd.	<i>K. McLachlan</i>
Gerry Deller	2345 Godfrey Rd	<i>Gerry Deller</i>
Rose McCullay	2370 Godfrey Rd	<i>Rose McCullay</i>
Paul Gallant	2890 MYLES LAKE RD	<i>Paul Gallant</i>
Jack Keen	1006 Nanaimo River Rd	<i>Jack Keen</i>
Noreen Keen	1006 Nanaimo River Rd	<i>Noreen Keen</i>
Ken Stone	2311 Godfrey Rd V9X 1E7	<i>Ken Stone</i>
Rick FARRIN	2410 Myles	<i>Rick Farrin</i>
Meredita Morris	2470 Myles Lake Rd	<i>Meredita Morris</i>
Peter Wilk	2520 Myles Lake Rd	<i>Peter Wilk</i>
Burl Gosse	2530 MYLES LAKE RD	<i>Burl Gosse</i>

To protect the rural integrity of our area, and maintain the economic and environmental sustainability of our neighbourhood, we request the Regional District of Nanaimo to rezone the property at 2610 Myles Lake Road, legally described as Lot 1 PL: VIP68949 SEC: 7 RG: 3 Cranberry Land District from RU6V (Resource) to its original rural residential zoning (5 acre residential parcels) prior to the OCP and FLR. Application #00604

Name (print)	Address	Signature
Linda Sutcliffe	445 Lakewoods Pl. Nan.	
Shane Sutcliffe	"	
Jeffrey Addison	300 DAN'S Rd.	
Jeff Hein	2550 Myles Lake	
TINA Hein	2550 Myles Lake	
Lee Anne Henderson	2535 Myles Lake Rd	
JERRY CLARK	395 LAKEWOOD PK	
KEVIN YOUNG	2591 MYLES LAKE RD	
Kristina Young	2591 Myles Lake Rd	
Steve Schmidt	2587 Myles Lake Rd	
Linda Schmidt	2587 Myles Lake Rd	
GREG BAIRD	2580 Myles Lake Rd	
Deborah Baird	2580 Myles Lake Rd.	
LLOYD LEARNONTH	2559 MYLES LK RD	
GERMAIN SIMARD	2545 Myles Lake Rd	

To protect the rural integrity of our area, and maintain the economic and environmental sustainability of our neighbourhood, we request the Regional District of Nanaimo to rezone the property at 2610 Myles Lake Road, legally described as Lot 1 PL: VIP68949 SEC: 7 RG: 3 Cranberry Land District from RU6V (Resource) to its original rural residential zoning (5 acre residential parcels) prior to the OCP and FLR. Application #00604

Name (print)	Address	Signature
Robin Humphrey	2330 Godfrey Rd Vancouver BC	
John Loehr	2365 GODFREY RD.	
BETTY GROSE	2530 MYLES LAKE RD	
RAYMOND BIRDARD	2570 MYLES ROAD	
Thomas Hosak	455 Lakewood's Pl.	
MONTI WILSON	2375 GODFREY RD	
JORDAN STRINGER	2691 McLEAN RD.	
Jenn Stringer	2691 McLeans Rd	
STUART JAMES	2535 MYLES LAKE RD	
BEVERLY JAMES	2535 MYLE LAKE RD	
CARL MURPHY	2555 MYLES LAKE RD	
ELIZABETH MURPHY	2555 MYLES LAKE RD	

To: Regional District of Nanaimo

From: Ralph Bennett
2505 Godfrey Rd
Nanaimo, BC V9X 1E6

Date: 22 February 2011

Re: Application to Rezone Lot 1, VIP68949; 2610 Myles Lake Road

The purpose of this letter is to express my support for the above application.

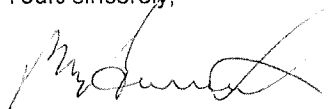
The application proposes a logical extension of the neighborhood of small-acreage lots currently found along Myles Lake Road. It also fits in well with the group of existing lots of a similar size to the south of it, toward Nanaimo River Road.

In my opinion, the proposed subdivision of this property would serve to complete the neighborhood grouping of small acreages, and would not detract from it in any way.

I support the application and urge you to approve it.

Thank you.

Yours sincerely,



A note from Sharon Bennett
2505 Cooks Road
Nantux, GE, VIX 1EE

Documentation to support
the amendments to

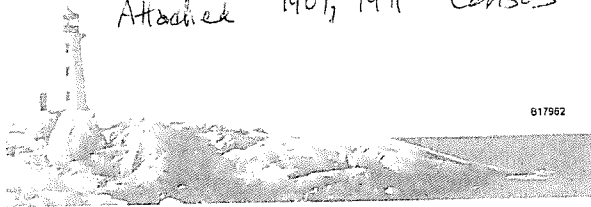
Bylaw 1309.01, 2011

Bylaw 1148.07, 2011

Since at least 1901 this
property has been rural
residential and was
owned by the Mohean Family
before being subdivided as
Mohean Woods

Sharon Bennett
250-754-5700

Attached 1901, 1911 Census



P a g e #	L i n e #	Numbered in order of visitation	Personal Description								
			H o u s e #	Family or Household	Name of each person in family or household on 31st March, 1901.	Sex.	C o l o u r	Relation- ship to head of family or household.	Single, married, widowed or divorced.	Month and date of birth.	Year of birth.
		1	2	3	4	5	6	7	8	9	10
8	47		88	McLean Mary	F		Head	W	Jan 15	1837	64
8	48		88	McLean Hugh	M		Son	S	Sep 28	1862	38
8	49		88	McLean Kenneth	M		Son	S	Sep 23	1863	37
8	50		88	McLean Wilson	M		Son	S	May 22	1874	26
9	1		88	McLean David	M		Son	S	Apr 12	1876	24
9	2		88	McLean Mary	F		Daughter	S	Jun 14	1880	20

[previous household](#)

[next household](#)

Source Information:

1901 Census of Canada

Subdistrict: Nanaimo (South/Sud), VANCOUVER ISLAND, BRITISH COLUMBIA

District Number: 3

Subdistrict Number: g-3

Archives Microfilm: T-6429

All data on this site is copyrighted, use for personal research is free.
 Redistribution requires permission: email_census@automatedgenealogy.com

Ancestry.ca - 1901 Census of Canada

Page 2 of 2

Name: **Mary Mclean**
 Gender: **Female**
 Marital Status: **Widowed**
 Age: **64**
 Birth Day & Month: **15 Jan**
 Birth Year: **1837**
 Birthplace: **Scotland**
 Relation to Head of House: **Head**
 Racial or Tribal Origin: **Scotch (Scottish)**
 Nationality: **Canadian**
 Religion: **Presbyterian**
 Province: **British Columbia**
 District: **Vancouver**
 District Number: **3**
 Sub-District: **Nanaimo (South/Sud)**
 Sub-District Number: **G-3**
 Neighbors:
 Household Name
 Members:

	Name	Age
	<u>Mary Mclean</u>	64
	<u>Hugh Mclean</u>	38
	<u>Kenneth Mclean</u>	37
	<u>Wilson Mclean</u>	26
	<u>Daniel Mclean</u>	24
	<u>Mary Mclean</u>	20

Source Citation: Year: 1901; Census Place: *Nanaimo (South/Sud), Vancouver, British Columbia*. Page 8, Family No: 88.

Source Information:

Ancestry.com. *1901 Census of Canada* [database on-line]. Provo, UT, USA: Ancestry.com Operations Inc, 2006.

Original data: Library and Archives Canada. *Census of Canada, 1901*. Ottawa, Ontario, Canada: Library and Archives Canada, 2004. <>. Series RG31-C-1. Statistics Canada Fonds. Microfilm reels: T-6428 to T-6556.

Images are reproduced with the permission of Library and Archives Canada.

Description:

The fourth census of Canada covers seven provinces - British Columbia, Manitoba, New Brunswick, Nova Scotia, Ontario, Prince Edward Island, and Quebec; two territories - the Yukon Territory and the Northwest Territories; and one district - the District of Keewatin. In 1901 the Northwest Territories was comprised of these seven districts: Alberta, Assiniboia, Athabasca, Franklin, Mackenzie, Saskatchewan, and Ungava. The census provides many details about individuals and families including: name, gender, age, relationship to head of household, marital status, birthplace, religion, and occupation.

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<http://search.ancestry.ca/cgi-bin/sse.dll?db=1901canada&rank=1&new=1&MSAV=0&msT=1&gss=ang...> 24/02/2011

1911 Census of Canada

[Home](#) / [1911](#) / [British Columbia](#) / [Nanaimo](#) / [18 Dunsmuir](#) / [page 12 split view](#)

Transcribed by: Linda

Census Records Online

Search for your family in census, immigration & military records now.

Ads by Google

Line #	1	2	3	4	5	6	7	8	9	10	Search	Links
1		133	McLean Mary		F	Head	W	Jan	1837	74	1901	
2		133	McLean Kenneth		M	Son	S	Sep	1871	39	1901	
3		133	McLean Wilson		M	Son	S	May	1872	38	1901	
4		133	McLean Daniel		M	Son	S	Apr	1876	35	1901	
5		133	McLean Mary		F	Daughter	S	Jun	1880	30	1901	
6		133	Duncan M****zie		M	Grandson	S	Feb	1896	15	1901	
7		134	Scanlon Michael		M	Head	W	Apr	1834	78	1901	
8		134	Scanlon Peter		M	Son	S	May	1876	35	1901	
9		134	Scanlon Norah		F	Daughter	S	Aug	1878	33	1901	
10		134	Scanlon Jerry		M	Son	S	Nov	1879	31	1901	
11		134	Scanlon Julia		F	Daughter	S	Apr	1881	29	1901	
12		135	Whisker Peter		M	Head	M	Feb	1865	45	1901	
13		135	Whisker Isabel		F	Wife	M	May	1867	43	1901	
14		135	Whisker Helen		F	Daughter	S	Apr	1894	17	1901	
15		135	Whisker Jessie?		F	Daughter	S	Nov	1896	15	1901	
16		135	Whisker Jeanette		F	Daughter	S	Nov	1897	13	1901	
17		135	Whisker Peter		M	Son	S	Mar	1900	11	1901	
18		135	Whisker Charles		M	Son	S	Jun	1905	5	1901	
19		135	Whisker Susan		F	Daughter	S	Oct	1901	9	1901	
20		135	Whisker Andrew		M	Son	S	Mar	1907	4	1901	
21		135	Whisker Richard		M	Brother	M	Nov	1875	35	1901	
22		136	Godfrey William		M	Head	S	Dec	1857	53	1901	Links
23		136	Godfrey Mary		F	Wife	M	Mar	1864	47	1901	Links
24		136	Godfrey James		M	Son	S	Sep	1889	21	1901	Links
25		136	Godfrey Mary		F	Daughter	S	Mar	1891	19	1901	Links
26		136	Godfrey William		M	Son	S	Sep	1893	17	1901	Links
27		136	Godfrey Edith		F	Daughter	S	Nov	1897	13	1901	Links
28		137	McRae Daniel		M	Head	M	Mar	1869	42	1901	
29		137	McRae Anne		F	Wife	M	Jun	1870	40	1901	
30		137	McRae Victor		M	Son	S	Nov	1895	15	1901	
31		137	McRae Genevieve		F	Daughter	S	Dec	1897	13	1901	
32		137	McRae Kenneth		M	Son	S	Apr	1900	12	1901	
33		137	Crook John Henry		M	Partner	S	Nov	1874	36	1901	
34		138	Oxley Frank		M	Head	M	Apr	1878	33	1901	
35		138	Oxley Criaalla?		F	Wife	M	Sep	1875	35	1901	
36		138	Oxley Douglas		M	Son	S	Apr	1906	5	1901	
37		138	Oxley Menart		M	Brother	S	Jul	1869	41	1901	Links
38		139	Oshiro? A*		M	Head	S	?	1888	23	1901	
39		139	Yamashiro *?*		M	Partner	M	Aug	1880	21	1901	
40		140	Metro? George		M	Head	S	Oct	1889	21	1901	
41		141	Lehtinan William		M	Head	M	Apr	1885	36	1901	
42		141	Lehtinan Olda		F	Wife	M	Dec	1884	36	1901	
43		141	Lehtinan Harry		M	Son	S	Jul	1898	11	1901	
44		141	Lehtinan Hilda		F	Daughter	S	Jul	1902	8	1901	
45		141	Lehtinan Albert		M	Son	S	Oct	1903	7	1901	
46		141	Lehtinan Carlo		M	Son	S	Oct	1904	6	1901	
47		141	Lehtinan Arthur		M	Son	S	Jan	1907	3	1901	
48		141	Lehtinan Robert		M	Son	S	Apr	1909	2	1901	
49		141	Lehtinan Saidie		F	Daughter	S	Jan	1910	1	1901	
50		142	Walker William		M	Head	S	Apr	1849	62	1901	

Schedule No. 3 Public Comments Received Prior to the Public Hearing

Boogaards, Stephen

From: M Jessen <mjessen@telus.net>
Sent: Tuesday, February 15, 2011 9:47 PM
To: Thompson, Paul; Boogaards, Stephen
Cc: Joe Stanhope, Dir.
Subject: OCP & Zoning Amendment Application PL2009-778 AA, 2610 Myles Lake Road

Gentlemen:

It is very disappointing to read that a public hearing is going ahead on this application. We were led to believe that this proposal was completely contrary to the RGS and for that reason staff were not recommending approval.

Now we see because of the approval at second reading of the OCP amendment, significant costs could be incurred to process a RGS amendment. These were the alternatives considered by staff and presented to the directors in the agenda of the Electoral Area Planning Committee in January.

ALTERNATIVES

1. That 1st and 2nd reading be approved on the application to amend the OCP by re-designating the subject property from Resource to Rural.

2. That the application to amend the OCP be denied and not proceed with the RGS amendment.

FINANCIAL IMPLICATIONS

The Electoral Area Planning Committee has consented to sponsoring the application to the RGS. This means that all staff time, consultation, legal and process expenditures specifically for the RGS amendment will be incurred by the RDN. Application fees for the OCP and zoning bylaw will cover part of the fees for staff time and public consultation, since much of the public engagement for the RGS and OCP bylaws will occur concurrently. The zoning bylaw may be initiated at any time, though adoption must not occur prior to the OCP bylaw amendment.

There must be powerful forces at work in the background of this application. We remain confused as to how an OCP application can be processed without enabling language already in place within the RGS. It may be legal but it seems grossly inappropriate.

Michael Jessen, P.Eng.
on behalf of Arrowsmith Parks and Land-Use Council

cc. by separate cover to:
-Members of APLUC
-Exec. of Friends of French Creek Conservation Society
-Vancouver Island Waterwatch Coalition

Schedule No. 4 Agency Referrals

Boogaards, Stephen

From: Thompson, Paul
Sent: Thursday, January 27, 2011 3:47 PM
To: Boogaards, Stephen
Subject: FW: OCP Amendment at Blind Lake
Attachments: Bioinventory_Grant Bracher_August 2009.docx

Steve,
Comments from MNRO

From: Henigman, Margaret ENV:EX [mailto:Margaret.Henigman@gov.bc.ca]
Sent: Thursday, January 27, 2011 3:35 PM
To: Thompson, Paul
Cc: Barr, Brenda M ENV:EX
Subject: OCP Amendment at Blind Lake

Hi Paul; This should be fairly straight forward. As noted in my previous comments on this site, there are significant sensitivities associated with the proposed development and crossings suggested for Park access through the wetlands at the inlet of this lake. In addition to the requirements of the Riparian Areas Regulation for establishing setbacks on Blind Lake I also recommend that the developer be required to conduct a Bio-inventory using the attached (draft) Terms of Reference form our Develop With Care Document.

Hi Brenda; This just showed up and is a follow up from an earlier referral; sorry don't have the ERS #

Cheers;
Maggie Henigman, MA, CCEP
Acting Ecosystems Section Head
Ministry of Natural Resource Operations
West Coast Region
250-751-3214
margaret.henigman@gov.bc.ca



2011-FEB-16

Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

File: 0470-30-R01-02

Attention: Paul Thompson, Manager of Long Range Planning

Dear Sir:

Re: OCP Amendment Application – 2610 Myles Lake Road (Addison)

Further to your letter dated January 26, 2011, I would like to provide the following response on behalf of the City of Nanaimo.

With respect to your referral of the above-noted OCP amendment application for comment prior to the application proceeding to a Public Hearing, we would request you accept our previous staff comments as contained in our 2010-SEP-14 letter (attached). As understood from your recent correspondence, both the OCP and the RGS amendment applications will proceed together to the upcoming Public Hearing; and following the Public Hearing there will be a referral of the proposed RGS bylaw amendment to the City of Nanaimo for Council's consideration. The RGS bylaw amendment would then be presented to City Council for consideration of formal acceptance and a final response to the RDN regarding this application.

I trust the above is acceptable and will await your subsequent referral of the proposed RGS bylaw amendment.

Yours truly,

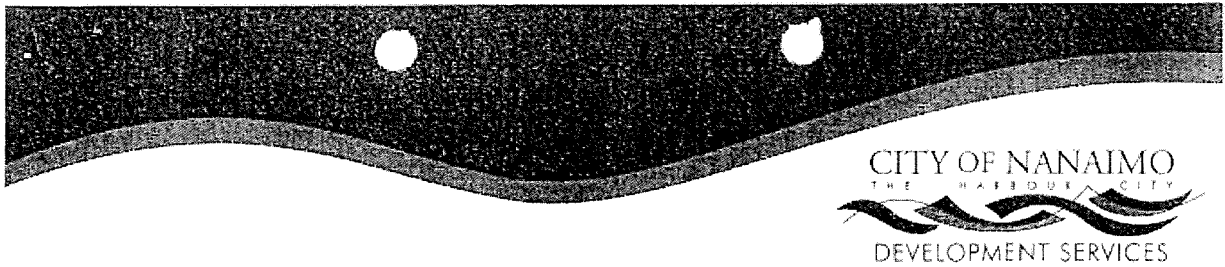
A handwritten signature in black ink, appearing to read 'Bruce Anderson'.

Bruce Anderson
Manager of Community Planning

pc Mayor and Councillors
A. Kenning, City Manager
D. Holmes, Assistant City Manager/General Manager, Corporate Services
T. Swabey, General Manager, Community Safety and Development
A.W. Laidlaw, General Manager, Community Services
A. Tucker, Director of Planning

Encl.

g:\commplan\mgr\rdn\myles lake rd



2010-SEP-14

Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

File: 0470-30-R01-02

Attention: Paul Thompson, Manager of Long Range Planning

Dear Sir:

Re: RGS Amendment Application – 2610 Myles Lake Road (Addison)

Thank you for the opportunity to provide our initial comments on behalf of the City of Nanaimo respecting the above-noted application. We understand the application is for an OCP/ZBL amendment in Electoral Area 'C', however the nature and significance of the proposed development would also require an amendment to the Regional Growth Strategy (RGS). The following comments are confined to the proposed amendment to the RGS.

As noted in your letter of June 23, 2010 (attached), we understand the application requires an exemption to the RGS Policy 3A to allow a minimum parcel size reduction from 50 hectares to 2 hectares to allow a rural residential subdivision on the subject lands. As well, the Resource Lands and Open Space designation in the RGS would have to be changed to Rural Residential for the subject property to permit the proposed residential subdivision.

The RGS acknowledged a level of rural residential development that was reflected in Electoral Area OCPs at the time of RGS adoption in 2003. The current RGS does not contemplate any increased levels of rural residential development beyond this in the region.

The proposed development represents rural sprawl and does not assist the region in achieving the goals set out in the RGS, including those regarding growth management and sustainability. City staff concur with the concerns respecting the impact of the application respecting the RGS as outlined in the February 26, 2010, RDN staff memorandum (File 3360 30 0604).

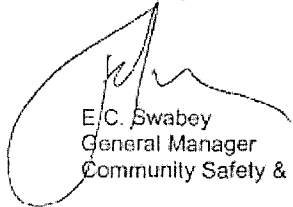
For the City of Nanaimo, the implications include compromising on the achievement of more sustainable development patterns in the region – attempting to focus more of region's growth within the Growth Containment Boundary. Rural residential development takes away from this effort to concentrate growth in urban centres.

Letter to RDN (Addison referral)
2010-Sep-14
Page 2

The RGS Review process currently underway has led to discussions around the value of reducing or at least limiting the extent of the Rural Residential designated lands in the region. The compromise position in the current Draft RGS document is the inclusion of a policy that does not permit any additional Rural Residential designations in the RDN.

A fundamental intent of the RGS policy is to direct growth to urban and village centres, and to a lesser extent to designated rural residential areas in the region. This application, in effect, rejects this policy direction and would encourage residential growth in a low density form of development in rural areas of the region. For the above reasons, the City is not in a position to recommend support for the proposed amendment to the RGS.

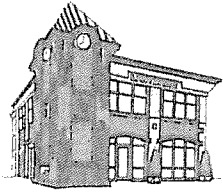
Yours truly,



E.C. Swabey
General Manager
Community Safety & Development

pc Mayor and Councillors
A. Kenning, City Manager
D. Holmes, Assistant City Manager/General Manager, Corporate Services
A.W. Laidlaw, General Manager, Community Services
A. Tucker, Director of Planning
B. Anderson, Manager of Community Planning

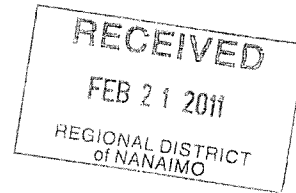
g:\commplan\mgr\rdn\rgs referral_addison



District of Lantzville

Incorporated June 2003

February 17th, 2011



Regional District of Nanaimo
Long Range Planning
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

Attention: Mr. Paul Thompson, Manager

Dear Mr. Thompson

**Re: Official Community Plan Amendment Application
2610 Myles Lake Road, Electoral Area 'C'**

Further to your letter dated January 26th, 2011, regarding the above-noted OCP amendment application and your request for comments, I wish to advise that Council considered this application at its Regular Meeting held Monday, February 14th, 2011, and passed the following motion:

C-23-11 **MOVED** and **SECONDED** that Council direct staff to advise the Regional District of Nanaimo that the District of Lantzville has no objection to the Official Community Plan Amendment Application for Lot 1, Section 7, Range 3, Cranberry District, Plan VIP68949, 2610 Myles Lake Road.
CARRIED

Yours truly

Donna Smith
Deputy Director of Corporate Administration
District of Lantzville

Files: 0470-20-RDN
G: corr/11/rdn_thompson_ocpamend_2610 Myles Lake Rd
C: T. Graff, Chief Administrative Officer

Phone: (250) 390-4006 • Fax: (250) 390-5188
Email: district@lantzville.ca • Website: www.lantzville.ca
P.O. Box 100, 7192 Lantzville Road, Lantzville, B.C. V0R 2H0



ECON REPORT		
CAQ APPROVAL (17)		
EAP		
CCW		
MAR 14 2011		
RHD		
BOARD	✓	March 11

MEMORANDUM

TO: Dale Lindsay
Manager, Current Planning

DATE: March 11, 2011

FROM: Elaine Leung
Planner

FILE: PL2009-054

SUBJECT: Report of the Public Hearing held March 10, 2011 on Bylaw No. 1285.16 - Barry Bezaire
Lot 1, Salvation Army Lots, Nanoose District, Plan 32429 – 1724 Alberni Highway
Electoral Area 'F'

PURPOSE

To receive the report of the Public Hearing containing the summary of the minutes and submissions of the Public Hearing held on March 10, 2011, and further, to consider Bylaw No. 1285.16, 2011 for 3rd reading.

BACKGROUND

Bylaw No.1285.16 was introduced and given 1st and 2nd reading on February 22, 2011. This was followed by a Public Hearing held on March 10, 2011. The summary of the minutes and submissions is attached for the Board’s consideration (*see Attachment No. 2*).

The subject property is currently split zoned T-1 (Institutional/Community Facility 1) and R-3 (Village Residential). The purpose of this zoning amendment bylaw is to rezone the portion of the subject property from T-1 to C-3 (Commercial 3), in order to permit kayak manufacturing and sales (*see Attachment No. 1 for location of the subject property*).

ALTERNATIVES

1. To receive the report of the Public Hearing and give 3rd reading to “Regional District of Nanaimo Electoral Area ‘F’ Land Use and Subdivision Amendment Bylaw No. 1285.16, 2011.”
2. To receive the report of the Public Hearing and deny “Regional District of Nanaimo Electoral Area ‘F’ Land Use and Subdivision Amendment Bylaw No. 1285.16, 2011.”

SUMMARY

The subject property is split zoned T-1 (Institutional/Community Facility 1) and R-3 (Village Residential). The purpose of Bylaw No. 1285.16, 2011 is to rezone the portion T-1 to C-3 (Commercial 3), in order to permit kayak manufacturing and sales. R-3. “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.16, 2011” was considered by the Board and given first and second reading on February 22, 2011. The associated Public Hearing was held on March 10, 2011. The bylaw must receive approval from by the Ministry of Transportation prior to final adoption. Therefore, staff recommends that Bylaw No. 1285.16, 2011, be considered for 3rd reading.

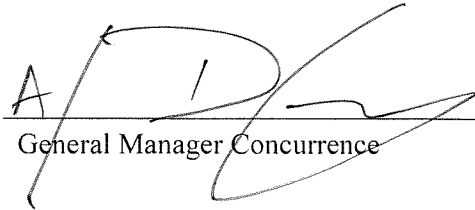
RECOMMENDATIONS

1. That the report of the Public Hearing held March 10, 2011 on “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.16, 2011” be received.
2. That “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.16, 2011” be read a third time.

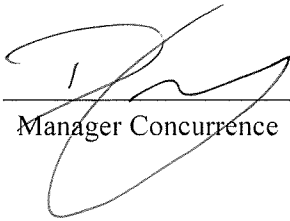
Report Writer



General Manager Concurrence



Manager Concurrence

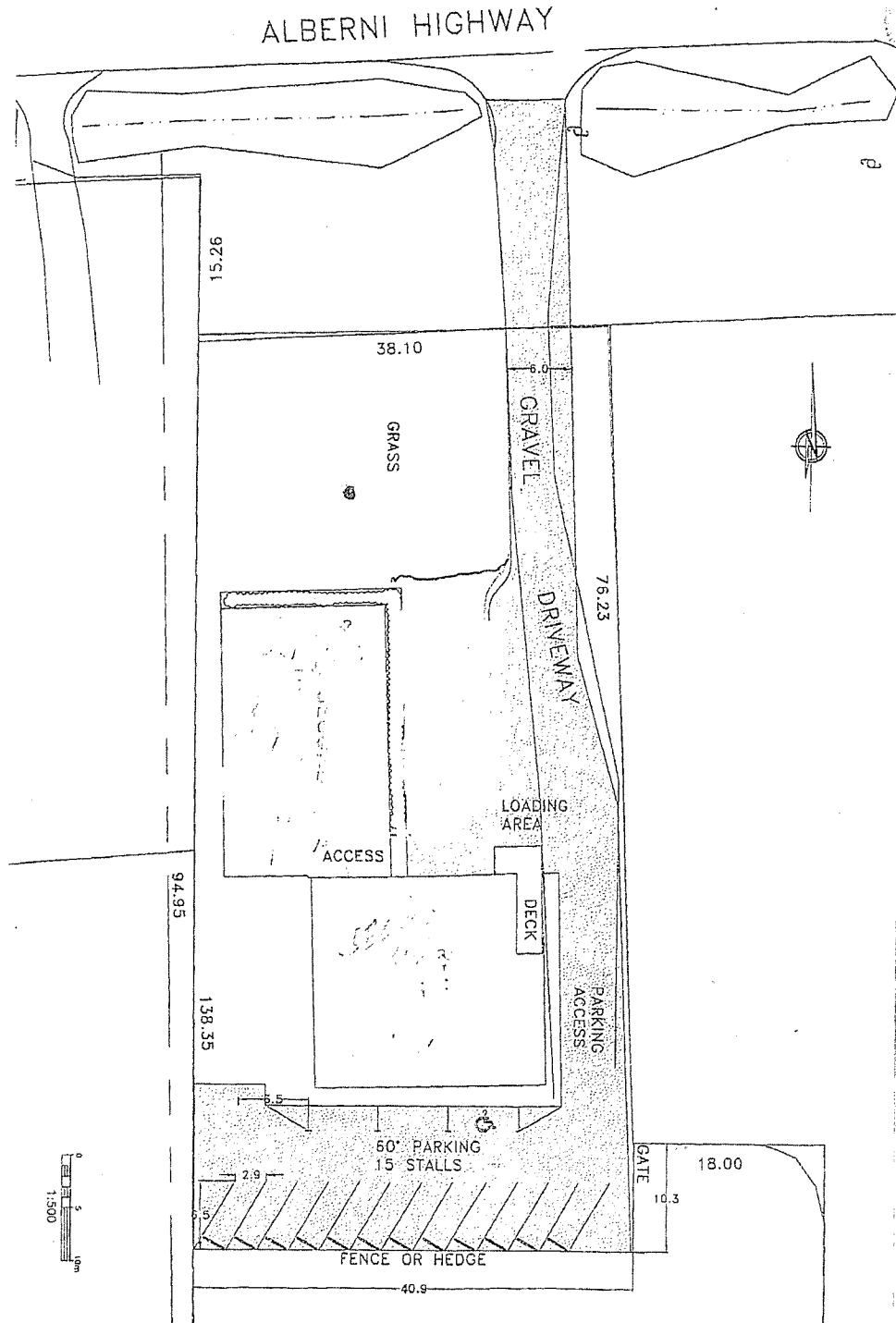


CAO Concurrence



Schedule No. 1
Zoning Amendment Application No. PL2009-054
Proposed Site Plan
(as submitted by applicant / reduced for convenience)

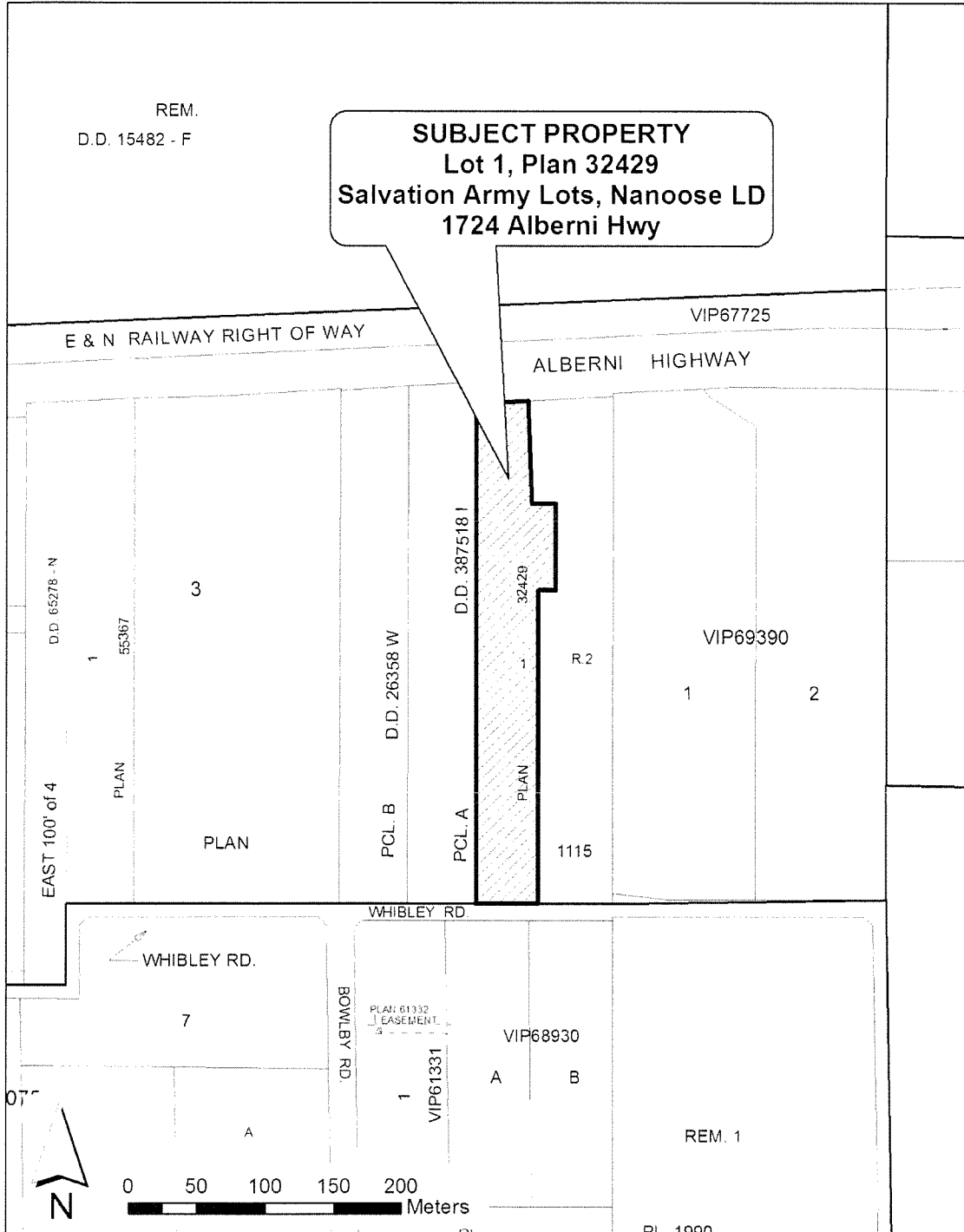
HIGHLAND
Engineering and Surveying
Professional Engineers and Land Surveyors
1410-1412



60' PARKING LOT LAYOUT
OPTION



Attachment No. 1
Zoning Amendment Application No. PL2010-031
Location of Subject Property



Attachment No. 2
Summary of the Public Hearing
Held at Bradley Centre – Board Room, 975 Shearme Road
March 10, 2011 at 6:30 pm
To Consider Regional District of Nanaimo Electoral Area ‘F’ Zoning and
Subdivision Amendment Bylaw No. 1285.16, 2011

Summary of Minutes and Submissions

*Note that these minutes are not a verbatim recording of the proceedings,
but summarize the comments of those in attendance at the Public Hearing.*

PRESENT:

Lou Biggemann
Susan Cormie
Elaine Leung

Chairperson, Director, Electoral Area ‘F’
Senior Planner
Planner

There were three people in attendance.

The Chairperson called the Hearing to order at 6:30 p.m., introduced those present representing the Regional District, and outlined the procedures to be followed during the Hearing.

The Planner provided an outline of the Bylaw including a summary of the proposal.

The Chairperson called for formal submissions with respect to Bylaw 1285.16, 2011.

The Chairperson called for further submissions for the second time.

The Chairperson called for further submissions a third and final time.

There being no further submissions, the Chairperson adjourned the Hearing at 6:37 p.m.

Certified true and accurate this 10th day of March, 2011.

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE
MEETING HELD ON TUESDAY, MARCH 8, 2011 AT 5:30 PM
IN THE RDN BOARD CHAMBERS**

Present:

Director D. Bartram	Chairperson
Director J. Burnett	Electoral Area A
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director J. Stanhope	Electoral Area G

Also in Attendance:

M. Pearse	Sr. Mgr., Corporate Administration
P. Thorkelsson	Gen. Mgr., Development Services
D. Lindsay	Manager of Current Planning
P. Thompson	Manager of Long Range Planning
N. Hewitt	Recording Secretary

DELEGATIONS

Jim Crawford & Cynthia Hildebrand, Baynes Sound Investments Ltd., re Proposed Rezoning Application for Lands in Area 'H'.

Mr. Crawford and Ms. Hildebrand were not in attendance.

Gordon Buckingham, re Infrastructure Planning in Area 'E' - Impact of the Proposed Lakes District & Schooner Cove Developments.

Mr. Buckingham voiced his concerns related to the social, economic & environmental impacts of the proposed Lakes District and Schooner Cove developments.

Bob Popple, Fairwinds Community Association, re Extent of Fairwinds Community Association Support for the Proposed Fairwinds Schooner Cove & Lakes District Neighbourhood Plans.

Mr. Popple spoke for the Fairwinds Community Association and discussed the support that the members of the FCA had for the development.

Joe Straka, re A New Regional Park in Fairwinds.

Mr. Stranka spoke in support of the Fairwinds development and the importance of the Lakes District park.

G.A. (Gerry) Thompson, re Proposed Fairwinds OCP Amendments.

Mr. Thompson spoke in favour of the proposed Fairwinds OCP Amendments.

LATE DELEGATIONS

MOVED Director Stanhope, SECONDED Director Holme, that the late delegations be permitted to address the Committee.

CARRIED

David Campbell, re Fairwinds Official Community Plan.

Mr. Campbell expressed his support for the Fairwinds Official Community Plans.

Ron M. Davis, Schooner Cove Yacht Club, re Proposed Schooner Cove Development Plan.

Mr. Davis discussed the positive attributes of the proposed Schooner Cove Development Plan.

Ross Griffiths, Fairwinds Golf Club Society (FGCS), re FGCS Member Support for the Fairwinds Lakes District and Schooner Cove Neighbourhood Plans.

Mr. Griffiths presented the findings of the survey sent to the Fairwinds Golf Club Society members and advised that the majority of members are in support of the application.

Don Lawseth, re Deferral of the Fairwinds OCP Amendment Application.

Mr. Lawseth had concerns related to the lower quality of life with such developments and requested that the applications be deferred until more information and research has been completed.

Ross Peterson, re Request for Deferral of Fairwinds Neighbourhood Plans Review.

Mr. Peterson requested that the Fairwinds Neighbourhood Plans be deferred.

Kevin Power, re Fairwinds Development - A Homeowner's Perspective.

Mr. Power spoke in support of the proposed Fairwinds OCP Amendment Application.

James Sinclair, re Fairwinds Resident's Position.

Mr. Sinclair indicated his support in favour of the Fairwinds Official Community Plans.

Pam May-Straka, re Schooner Cove and Lakes District Neighbourhood Plans.

Ms. May-Straka spoke in agreement of the proposed applications.

Pam May-Straka for William Hamilton, re Schooner Cove and Lakes District Neighbourhood Plans.

Ms. May-Straka presented correspondence from William Hamilton in support of the proposed Schooner Cove and Lakes District Neighbourhood Plans.

Paul Fenske, Ekistics Town Planning and Russell Tibbles, Fairwinds/Bentall, re Schooner Cove and Lakes District Neighbourhood Plans.

Mr. Fenske of Ekistics Town Planning agent to Fairwinds/Bentall discussed the steps taken for the neighbourhood plans and the public consultation process to date.

Christopher Stephens, re Nanoose Lakes District – A Youth’s Perspective on an Endangered Ecosystem.

Mr. Stephens spoke in opposition of the application with respect to the damage that would be caused to the endangered ecosystem.

Jim Lettic, re Schooner Cove and Lakes District Neighbourhood Plans.

Mr. Lettic voiced his concerns on the environmental impacts of these proposed developments.

MINUTES

MOVED Director Stanhope, SECONDED Director Holme, that minutes of the regular Electoral Area Planning Committee meeting held February 8, 2011 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Holly Clermont, Garry Oak Ecosystems Recovery Team, re Fairwinds – Response to January 31, 2011 Public Information Meeting.

MOVED Director Stanhope, SECONDED Director Burnett, that the correspondence from Holly Clermont of the Garry Oak Ecosystems Recovery Team be received.

CARRIED

Wally & Laurie Debling, re Fairwinds Lakes District & Schooner Cove Development Plans.

MOVED Director Stanhope, SECONDED Director Burnett, that the correspondence from Wally and Laurie Debling be received.

CARRIED

Peter Law, re Rainwater and the Fairwinds Lakes District Plan.

MOVED Director Stanhope, SECONDED Director Burnett, that the correspondence from Peter Law be received.

CARRIED

Don Lawseth, re Fairwinds Application to Amend the Nanoose Bay OCP.

MOVED Director Stanhope, SECONDED Director Burnett, that the correspondence from Don Lawseth be received.

CARRIED

Joe Straka, re Fairwinds Lakes District Development – Process Leading to Regional Park Dedication.

MOVED Director Stanhope, SECONDED Director Burnett, that the correspondence from Joe Straka be received.

CARRIED

Paul Grinder, Arrowsmith Parks and Land-Use Council, re Fairwinds Application to Amend the Nanoose Bay Official Community Plan.

MOVED Director Stanhope, SECONDED Director Burnett, that the correspondence from Paul Grinder of the Arrowsmith Parks and Land-Use Council be received.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Bylaw No. 500.369 to Support Zoning Amendment Application No. PL2011-009 – RDN – 2834 Northwest Bay Road – Area ‘E’.

MOVED Director Holme, SECONDED Director Stanhope, that the Summary of the Public Information Meeting held on February 17, 2011 be received for information.

CARRIED

MOVED Director Holme, SECONDED Director Stanhope, that Application No. PL2011-009 to rezone the subject property from Residential 1 (RS 1) to Public 1 (PU 1) be approved subject to the conditions included in Schedule No. 1.

CARRIED

MOVED Director Holme, SECONDED Director Stanhope, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.369, 2011 ", be given 1st and 2nd reading.

CARRIED

MOVED Director Holme, SECONDED Director Stanhope, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.369, 2011", be delegated to Director Holme or his alternate.

CARRIED

Bylaw No. 1285.15 to Support Zoning Amendment Application No. PL2010-205 – J.E. Anderson & Associates – 908 and 920 Little Mountain Road – Area ‘F’.

Director Holme left the meeting noting a possible personal conflict of interest with this issue.

MOVED Director Stanhope, SECONDED Director Biggemann, that the application to rezone part of Lot 1, District Lot 136. Nanoose District, Plan 21407 from R-2.54 (Rural Residential 2.54) to R-2 (Rural Residential 2) be approved subject to the conditions outlined in Schedule No. 1.

CARRIED

MOVED Director Stanhope, SECONDED Director Biggemann, that the application to rezone Lot B, District Lot 136, Nanoose District, Plan 41092 from R-2 (Rural Residential 2) to R-2.54 (Rural Residential 2.54) be approved subject to the conditions included in Schedule No. 1.

CARRIED

MOVED Director Stanhope, SECONDED Director Biggemann, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 1285.15, 2011" be introduced and read two times.

CARRIED

MOVED Director Stanhope, SECONDED Director Biggemann, that the public hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 1285.15, 2011" be delegated to Director Biggemann and co-chaired by Director Stanhope.

CARRIED

Director Holme rejoined the meeting.

Bylaw No. 1400.03 - OCP Amendment - Fairwinds – The Lakes District Neighbourhood Plan – Area ‘E’.

MOVED Director Holme, SECONDED Director Burnett, that the summaries of the Public Information Meetings held on June 28, 2010 and January 31, 2011, be received.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.03, 2011", be given 1st and 2nd reading.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that the Public Hearing on "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.03, 2011" be delegated to Director Holme or his alternate.

CARRIED

Bylaw No. 1400.04 - OCP Amendment – Fairwinds - Schooner Cover Neighbourhood – Area ‘E’.

MOVED Director Holme, SECONDED Director Stanhope, that the summaries of the Public Information Meetings held on June 28, 2010, and February 1, 2011, be received for information.

CARRIED

MOVED Director Holme, SECONDED Director Stanhope, that "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.04, 2011", be given 1st and 2nd reading.

CARRIED

MOVED Director Holme, SECONDED Director Stanhope, that the Public Hearing on "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.04, 2011", be delegated to Director Holme or his alternate.

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. PL2009-287 – Roberts – 2270 South Lake Road – Area ‘H’.

MOVED Director Stanhope, SECONDED Director Holme, that Development Permit Application No. PL2009-287, to permit the construction of a cabin within 15 meters of the natural boundary of Horne Lake be approved subject to the conditions outlined in Schedules No. 1 - 2.

CARRIED

**Development Permit & Site Specific Exemption Application No. PL2010-090 – Cowan – 2502
Blokker Road – Area ‘E’.**

MOVED Director Holme, SECONDED Director Stanhope, that Development Permit and Site Specific Exemption Application No. PL2010-090 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No. 1 - 3.

CARRIED

**Development Permit Application No. PL2010-189 – McCaskell – 3728 Horne Lake Caves Road –
Area ‘H’.**

MOVED Director Stanhope, SECONDED Director Holme, that Development Permit Application No. PL2010-189, to permit the construction of an addition to an existing cabin within 15 metres of the natural boundary of Horne Lake, be approved subject to the conditions outlined in Schedules No. 1 - 2.

CARRIED

Development Permit Application No. PL2010-223 – Low – 492 Martindale Road – Area ‘G’.

MOVED Director Stanhope, SECONDED Director Young, that Development Permit Application No. PL2010-223 to permit the construction of a dwelling unit and an accessory building be approved subject to the conditions outlined in Schedules No. 1 to 3.

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Stanhope, that this meeting terminate.

CARRIED

TIME: 7:09 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, MARCH 8, 2011 AT 7:15 PM
IN THE RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director J. Ruttan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director M. Unger	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
N. Avery	General Manager, Finance & Information Services
M. Donnelly	A/C General Manager, Regional & Community Utilities
D. Trudeau	General Manager, Transportation & Solid Waste
P. Thorkelsson	General Manager, Development Services
T. Osborne	General Manager, Recreation & Parks
N. Hewitt	Recording Secretary

CALL TO ORDER

DELEGATIONS

Terry Moore, re Control of RDN Spending.

Mr. Moore spoke in opposition of the increased fees associated with the curbside garbage collection.

Rosemary Boanno & Adrian Maas, Vancouver Island Regional Library, re Construction Financing for Nanaimo North Library.

Ms. Boanno and Mr. Maas provided a visual and verbal overview of their request to borrow \$8,000,000 from the Municipal Finance Authority on behalf of the Vancouver Island Regional Library for the reconstruction of the Hammond Bay Road library.

MINUTES

MOVED Director Holme, SECONDED Director Holdom, that the minutes of the regular Committee of the Whole meeting held February 8, 2011 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

June Parsons, BC Seniors Game Society, re Invitation to Host BC Seniors Games.

MOVED Director Young, SECONDED Director Johnstone, that the correspondence from June Parsons of the BC Seniors Game Society be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Bylaws No. 1626 & 1627 – Authorize Temporary Borrowing & Issuance of Securities for Cedar Sewer Large Residential Properties Financing Service.

MOVED Director Burnett, SECONDED Director Holdom, that "Cedar Sewer Large Residential Properties Capital Financing Service Security Issuing Bylaw No. 1626, 2011" be introduced and read three times.

CARRIED

MOVED Director Burnett, SECONDED Director Holdom, that "Cedar Sewer Large Residential Properties Capital Financing Service Security Issuing Bylaw No. 1626, 2011" be adopted.

CARRIED

MOVED Director Burnett, SECONDED Director Holdom, that "Cedar Sewer Large Residential Properties Capital Financing Service Interim Financing Bylaw No. 1627, 2011" be introduced and read three times.

CARRIED

MOVED Director Burnett, SECONDED Director Holdom, that "Cedar Sewer Large Residential Properties Capital Financing Service Interim Financing Bylaw No. 1627, 2011" be adopted.

CARRIED

Bylaws No. 1628, 1629, 1630 & 1231.03 – Authorize Borrowing & Issuance of Securities for Camp Moorecroft Land Acquisition and Increase the Regional Parks & Trails Service Parcel Tax.

MOVED Director Holme, SECONDED Director Holdom, that upon completion of the purchase of the Camp Moorecroft Lands on March 2, 2011, the property legally described as Lot A, District Lot 110, Nanoose District, Plan 1777 PID 006-884-849 and Lot 1 of District Lots 52 and 110, Nanoose District, Plan 31217 PID 001-170-228 be designated as a Regional Park.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that the Regional Parks parcel tax rate be set at \$11.00 for 2011 and at \$12.00 commencing in 2012, and that a review of the rate be undertaken in conjunction with the 2013 budget.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that "Regional Parks and Trails Service Loan Authorization Bylaw No. 1628, 2011" be introduced, read three times and be forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that "Regional Parks and Trails Service Security Issuing Bylaw No. 1629, 2011" be introduced, read three times and be held for adoption with Bylaw No. 1628.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that "Regional Parks and Trails Service Interim Financing Bylaw No. 1630, 2011" be introduced, read three times and be held for adoption with Bylaw No. 1628.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that "Regional Parks and Trails Service Amendment Bylaw No. 1231.03, 2011" be introduced, read three times and be held for adoption with Bylaw No. 1628.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that the 2011 to 2015 financial plan be amended to reflect the Regional Parks parcel tax rates in accordance with the bylaws attached to this report.

CARRIED

Preliminary Operating Results for Period Ending December 31, 2010.

MOVED Director Holdom, SECONDED Director Holme, that the summary report of financial results for the year ended December 31, 2010 be received for information.

CARRIED

Bylaws No. 1336.08, 1483.05, 1525.03, 1567.02, 1568.02 & 1569.02 - Amend Parcel Tax Rates for Water, Sewer, Fire Protection and Crime Prevention/Community Justice Services.

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Water Services Parcel Tax Rates Amendment Bylaw No. 1567.02, 2011" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Water Services Parcel Tax Rates Amendment Bylaw No. 1567.02, 2011" be adopted.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Sewer Services Parcel Tax Rates Amendment Bylaw No. 1568.02 2011" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Sewer Services Parcel Tax Rates Amendment Bylaw No. 1568.02, 2011" be adopted.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Fire Protection Services Parcel Tax Rates Amendment Bylaw No. 1569.02, 2011" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Fire Protection Services Parcel Tax Rates Amendment Bylaw No. 1569.02, 2011" be adopted.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.08, 2011" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.08, 2011" be adopted.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.05, 2011" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.05, 2011" be adopted.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Crime Prevention and Community Justice Support Service Parcel Tax Rates Amendment Bylaw No. 1525.03, 2011" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Bestwick, that "Crime Prevention and Community Justice Support Service Parcel Tax Rates Amendment Bylaw No 1525.03, 2011" be adopted.

CARRIED

Bylaw No. 1631 - 2011 to 2015 Financial Plan.

MOVED Director Holme, SECONDED Director Johnstone, that "2011 to 2015 Financial Plan Bylaw No. 1631, 2011" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that "2011 to 2015 Financial Plan Bylaw No. 1631, 2011" be adopted.

CARRIED

Coastal Community Network - Request for Membership Dues.

MOVED Director Johnstone, SECONDED Director Burnett, that correspondence be sent to the Coastal Community Network advising them that the Regional District of Nanaimo declines to be a member at this time.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WATER

Bylaws No. 867.05 & 1049.06 – Extend the Boundaries of the Nanoose Bay Peninsula & Bulk Water Supply Services to Include an Area ‘E’ Property (2834 Northwest Bay Road).

MOVED Director Holme, SECONDED Director Ruttan, that "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.05, 2011" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that "Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.06, 2011" be introduced and read three times.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Regional Landfill Service - Refuse Compactor Tender Award.

MOVED Director Holdom, SECONDED Director Bartram, that Finning be awarded the supply of a CAT 826H steel wheeled refuse compactor for a purchase price of \$620,467 and guaranteed buyback of \$293,000 and that the General Manager, Financial and Information Services be authorized to execute a four year lease to finance this purchase.

CARRIED

Bylaw No. 1591.01 – Amends the Solid Waste & Recycling Collection Service Rates & Regulations Bylaw.

MOVED Director Bartram, SECONDED Director Lefebvre, that "Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.01, 2011" be referred back to staff.

CARRIED

Waste Stream Management Licensing Application - Cascades Recovery Inc. – City of Nanaimo (800 Maughan Road).

MOVED Director Burnett, SECONDED Director Johnstone, that the Board receive the report on the Waste Stream Management License application from Cascades Recovery Inc. for information.

CARRIED

2010 Illegal Dumping and Landfill Bans Enforcement Report.

MOVED Director Bartram, SECONDED Director Young, that the Board receive the 2010 Illegal Dumping Prevention Program and Landfill Bans report for information.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director Lefebvre, that the minutes of the District 69 Recreation Commission meeting held February 17, 2011 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Lefebvre, that the following District 69 Recreation Youth Grants be approved:

Community Group	Amount Recommended
Arrowsmith Community Enhancement Society (costumes)	\$ 255
Ballenas Dry Grad (food & entertainment)	\$ 1,000
Coombs Hilliers Recreation Community Organization (outdoor court)	\$ 2,500
District 69 Minor Softball (equipment & uniforms)	\$ 2,000
Errington War Memorial Hall Association (drums & drum bags)	\$ 1,183
District 69 Family Resource Association (programs)	\$ 1,700
Kwalikum Secondary School - Boxing Skills Program (equipment)	\$ 1,500
Kwalikum Secondary School - Dry Grad (event expenses)	\$ 1,000
Oceanside Track and Field Club (facility improvements)	\$ 3,500

CARRIED

MOVED Director Bartram, SECONDED Director Lefebvre, that the following District 69 Recreation Community Grants be approved:

Community Group	Amount Recommended
Errington Therapeutic Riding Association (program expenses)	\$ 1,154
Lighthouse Recreation Commission (program costs)	\$ 2,700
Parksville & District Association for Community Living (program expenses)	\$ 1,030
Parksville Qualicum Community Foundation (Venetian Carnival)	\$ 1,500
Parksville Seniors Athletic Group (softball equipment)	\$ 500
Qualicum and District Curling Club - 2011 BC Masters (event expenses)	\$ 1,000
Vancouver Island Opera (room rental & advertising)	\$ 1,220

CARRIED

Regional Hospital District Select Committee.

MOVED Director Holme, SECONDED Director Johnstone, that the minutes of the Regional Hospital District Select Committee meeting held February 22, 2011 be received for information.

CARRIED

Bylaw No. 152.

MOVED Director Lefebvre, SECONDED Director Kipp, that the 2011 annual budget be approved with the following components:

Property tax requisition	\$ 1,154
Capital grant allowance (from property taxes)	\$2,046,355
Special project advances (Emergency Department)	\$2,600,000

CARRIED

MOVED Director Lefebvre, SECONDED Director Kipp, that “Nanaimo Regional Hospital District 2011 Annual Budget Bylaw No. 152, 2011” be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Kipp, that “Nanaimo Regional Hospital District 2011 Annual Budget Bylaw No. 152, 2011” be adopted.

CARRIED

Vancouver Island Health Authority – 2011/2012 Capital Equipment & Project Lists.

MOVED Director Lefebvre, SECONDED Director Kipp, that the adjusted 2011/2012 capital equipment list totaling \$805,367 be approved, subject to clarification of item 6565 – imaging software for Central Island Health Clinic (\$78,769) and item 7485 – imaging equipment/software Madrona Clinic (\$43,399).

CARRIED

MOVED Director Lefebvre, SECONDED Director Kipp, that an amount of \$1,366,602 be approved for 2011/2012 capital projects and that the proposed list totaling \$1,530,758 be amended and resubmitted to staff.

CARRIED

MOVED Director Lefebvre, SECONDED Director Kipp, that in light of requests for funding capital at facilities that do not appear to be designated as hospitals, that staff obtain clarification on the authority of the Regional Hospital District to fund capital requests at these alternate facilities, including providing funding that would provide equipment to private facilities in order to increase the use of electronic transmission of health records.

CARRIED

BUSINESS ARISING FROM DELEGATION/COMMUNICATIONS

Vancouver Island Regional Library, re Construction Financing for Nanaimo North Library.

MOVED Director Holdom, SECONDED Director Bartram, that this request to staff be referred for a report on how to implement the borrowing authority that has been requested.

CARRIED

NEW BUSINESS

Mayor's Task Force on Homelessness

MOVED Director Bartram, SECONDED Director Lefebvre, that Director Bartram be appointed to the Mayor's Task Force on Homelessness and that Director Stanhope be appointed as his alternate.

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Unger, that this meeting adjourn to allow for an In Camera meeting.

CARRIED

TIME: 8:14 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
TUESDAY, FEBRUARY 1, 2011, 7:00PM
AT GABRIOLA ISLAND WOMEN'S INSTITUTE HALL**

Attendance: Gisele Rudischer, Director, RDN Board
Catherine Williams
Nancy Crozier
Stephen O'Neill
Randolph Young
Cameron Murray

Staff: Elaine McCulloch, Parks Planner

Regrets: Laurie Burke

CALL TO ORDER

Ms. McCulloch called the meeting to order at 7:08pm.

ELECTION OF OFFICERS

Ms. McCulloch called for nominations for the position of Chair.

MOVED C. Williams, SECONDED S. O'Neill, that Ms. Gisele Rudischer be nominated as Chair.

CARRIED

As no other nominations were received, Ms. McCulloch declared Ms. Rudischer as Chair.

Ms. McCulloch called for nominations for the position of Secretary.

MOVED G. Rudischer, SECONDED C. Williams, that Mr. Murray be nominated as Secretary.

CARRIED

As no other nominations were received, Ms. McCulloch declared Mr. Murray as Secretary.

Ms. McCulloch passed the chair to Ms. Rudischer.

DELEGATIONS

Mr. Henrik DeWilde enquired about the possibility of including a community water reservoir within the 707 Community Park.

Mr. Young noted a water reservoir is not included in the current 707 Community Park Management Plan.

MINUTES

MOVED C. Williams, SECONDED G. Rudischer, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held October 7, 2010, be approved.

CARRIED

REPORTS

Monthly Update of Community Parks and Regional Parks and Trails Projects

Ms. McCulloch presented a brief overview of the Community Parks and Regional Parks and Trails Projects for September through to November 2010.

GaLTT/RDN Meeting Review –

Ms. McCulloch distributed and reviewed the minutes of the January 18, 2011, Gabriola Land and Trail Trust (GaLTT) and Regional District of Nanaimo meeting.

Ms. Crozier requested Parks and Open Space Advisory Committee (POSAC) members be invited to participate in future meetings with GaLTT.

Ms. McCulloch advised that parks staff will provide the POSAC with meeting notes and/or a verbal report of any meetings they have with special interest groups regarding parks operations.

Mr. Young suggested an email loop with GaLTT, POSAC and Park staff would assist with communications.

Water Access Review and Recommendations

Committee members presented a verbal report regarding water access at 27 Eastholm, 43 Shaw and 52 Rowan.

Chair Rudischer recommended Parks follow the recommendations of previous POSACs and complete the water access to the three areas – G-27 Eastholm, G-43 Shaw and G-52 Rowan.

Five Year Project Plan: 2011 – 2015

Ms. McCulloch presented the Five Year Project Plan for the Committee's information.

2011 Annual Community Parks Budget Review

Ms. McCulloch presented the 2011 Annual Community Parks Budget for review.

MOVED S. O'Neill, SECONDED N. Crozier, that the Electoral Area 'B' Parks and Open Space Advisory Committee supports the 2011 Annual Budget for Electoral Area 'B' Community Parks, as presented.

CARRIED

MOVED N. Crozier, SECONDED G. Rudischer, that the Reports be received.

CARRIED

NEW BUSINESS

707 Community Park Signage Plan

Ms. McCulloch will prepare a draft signage plan for the 707 Community Park for the Committee's review at their May meeting. A site meeting will be arranged for Committee members to look at and ground truth the draft plan with staff before the meeting in May.

COMMITTEE ROUND TABLE

Mr. Young provided an update on the Tunnel Trail. He noted while spatial challenges affect the alignment of an independent trail, a roadside trail may be considered for both walking and cycling.

N. Crozier recommended the involvement of Gabriola school students in the design of the park trail sign and the possible inclusion of mosaic paving.

Mr. Young brought to the Committee's attention of following issues:

- *Daphne laureola* is a new invasive species in several parks.
- Erosion is a concern at Bell's Landing beach access (G187).
- A bridge or culvert is required on the Tin Can Alley Trail, with a MOTI permit necessary.

Mr. Murray noted the stairway to Spring Beach access (G144) has washed away and requires a more permanent replacement.

ADJOURNMENT

MOVED C. Williams, SECONDED G. Rudischer, that the meeting be adjourned at 9:07pm.

Chair

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SUSTAINABILITY SELECT COMMITTEE
MEETING HELD ON WEDNESDAY, MARCH 16, 2011
IN THE RDN COMMITTEE ROOM**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director C. Pinker	Electoral Area C
Director D. Bartram	Electoral Area H
Director C. Haime	District of Lantzville
Director J. Kipp	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director M. Lefebvre	City of Parksville

Also in Attendance:

Carol Mason	Chief Administrative Officer
Chris Midgley	Manager, Energy & Sustainability
Ting Pan	Sustainability Coordinator
Karen Sanders	Recording Secretary

CALL TO ORDER

The meeting was called to order at 2:00 pm by the Chair.

DELEGATION

Bob Burgess of Gulf Islands Rainwater Connection Ltd. and Ken Connolly of Pheasant Hill Homes each gave a brief presentation on rainwater harvesting.

MINUTES

MOVED Director Bartram, SECONDED Director Young that the minutes of the Sustainability Select Committee meeting held on January 19, 2011, be adopted.

CARRIED

REPORTS

Sustainable Development Checklist and Guide

MOVED Director Kipp, SECONDED Director Bartram, that the RDN Sustainable Development Checklist and Guide be approved; and that the RDN Policy B1.14 be amended to reference the revised checklist.

CARRIED

2011 Green Building Incentive Program

MOVED Director Bartram, SECONDED Director Lefebvre, that the proposed Green Building Incentive Program be approved.

CARRIED

ADJOURNMENT

MOVED Director Bartram, SECONDED Director Holdom, that this meeting be adjourned.

CARRIED

Time: 3:55 pm

CHAIRPERSON



RDN REPORT	
CAO APPROVAL <i>CW</i>	
EAP	
COW	
MAR 10 2011	
RHD	
BOARD	
<i>Sustainability - Mar 16/11</i>	

MEMORANDUM

TO: Chris Midgley
Manager, Energy and Sustainability

DATE: March 8, 2011

FROM: Ting Pan
Sustainability Coordinator

FILE: 6780-50

SUBJECT: RDN Sustainable Development Checklist & Guide

PURPOSE

The purpose of this report is to provide a revised *RDN Sustainable Development Checklist and Guide* for Board consideration. The following documents are included as appendices:

- Appendix 1:** RDN Sustainable Development Checklist
- Appendix 2:** RDN Sustainable Development Guide
- Appendix 3:** Proposed Amended Policy B1.14

BACKGROUND

Currently, every type of application provided to the Regional District of Nanaimo (RDN) planning department is required to include a completed *Community and Site Impact Review Form* and *Sustainable Community Builder Checklist*. Both forms contain questions relating to sustainable development, with some overlap between the two. The *Community and Site Impact Review Form* was originally adopted through Bylaw No. 1165, 1999, to provide preliminary information about the activities or development that are the subject of the application. In 2006, the RDN Board adopted Policy B1.14 “to establish the process, guidelines and criteria” for the use of the *Sustainable Community Builder Checklist*.

An evaluation of the existing checklist was initiated in 2010 to determine its effectiveness and identify areas that should be revisited. In May 2010, this evaluation was presented to the Sustainability Select Committee (SCC). At that meeting the following motion was carried:

MOVED Director Bartram, SECONDED Director Mayne, that the Board direct staff to revise the *Sustainable Community Builder Checklist* and proceed with the proposed phased approach for implementing the revised checklist and green building incentive program.

CARRIED

Since then, considerable consultation with RDN staff and key stakeholders in the building industry has helped shape the revised checklist. During this process, a strong suggestion was that a revised checklist should consolidate the current *Checklist* and *Community and Site Impact and Review Form* into a single document to streamline and simplify the application process. Another key recommendation was to ensure that the new checklist only be applied to applications in which on-the-ground development is proposed. This excludes, for example, rezoning applications and subdivision applications, which change the legal status of a property, but result in no physical change.

Checklist and Guide

The revised checklist includes two parts - **Section A: Location and Site Design** and **Section B: Building Design and Construction**, effectively combining the two pre-existing forms. This allows the revised checklist to have a clear structure, eliminate overlap, and fill gaps without creating a lengthy document.

Two versions of the revised checklist have been prepared to accommodate the following types of development:

- 1) Residential Development: Multi-unit residential projects and small-scale low-density residential projects such as single family dwellings
- 2) Commercial and Institutional Development

Most of the questions in both versions are the same or similar. A portion of questions in **Section B: Building Design and Construction** have been adapted to better suit the differences between these types of projects.

It is anticipated that applicants will need some guidance when completing the revised checklist. A separate *Sustainable Development Guide* has been developed to accompany the revised checklist as a reference to explain the intent of each item and to provide definitions, resources and example actions. The goal is to communicate clearly the actions or results that are expected or encouraged. In addition, consultation with the Sustainability Coordinator is offered to assist applicants to achieve high levels of performance in their projects.

The revised checklist is designed and weighted according to a tiered approach as recommended in the *Overcoming Barriers to Green Building* research project, where a hierarchy of strategies are considered sequentially to maximize building performance in a most cost effective way. Most emphasis (and the greatest number of points) is placed on resource demand reduction through passive design and efficient systems as opposed to on expensive alternative systems. This is meant to encourage the most fundamental and cost effective sustainable design principles before relying on more costly technological solutions.

Scoring

Applicants will receive points for the various items on the checklist. For the most part, one question will correspond one point, however there are instances in which one question could result in many points. For example, up to ten points are available for home size. In this case, the intent is to reward people for building smaller homes, which tend to result in less energy and water use. As points accumulate, the applicant crosses thresholds of achievement. This allows the checklist to work in tandem with a green building incentive program, should one be implemented.

Score	Level of Achievement
60-74	Level 1
75-89	Level 2
90+	Level 3

To support the implementation of the checklist, the following actions will be taken:

- 1) One-on-one free consultation with the Sustainability Coordinator for all projects regardless of type and ownership; and

- 2) A recognition program whereby commercial and institutional projects with high Checklist scores will have the opportunity to showcase their projects on the RDN Sustainability website and print materials, and be included in RDN green building outreach programs where appropriate.
- 3) The option to provide financial incentives that relate to checklist score is possible through a Green Building Incentive Program.

ALTERNATIVE

1. That the RDN Sustainable Development Checklist and Guide be approved, and that the RDN Policy B1.14 be amended to reference the revised checklist.
2. That the checklist and amendments to Policy B1.14 not be approved.
3. That alternate direction be provided.

FINANCIAL IMPLICATIONS

Up to seven hours a week of the Sustainability Coordinator's time will be allocated for one-on-one green building consultation with interested applicants. Additional staff time will be required for administering the checklist. This is estimated at 4 hours per week. The actual amount staff time required will depend on the number of applications received. The RDN Sustainability Coordinator will dedicate the time necessary to review the checklists submitted, administer the incentive program, and coordinate with current planners on reporting.

DEVELOPMENT IMPLICATIONS

The revised checklist is anticipated to streamline and simplify the development approval process in the Regional District of Nanaimo.

By consolidating two forms into one, the Development Services department is reducing the amount of paperwork to be completed by applicants. Secondly, by requiring the Checklist only for applications that result in physical, on-the-ground changes to a property, namely Development Permits, it becomes both more usable and more relevant.

Note that the revised Checklist will also be made available to Building Permit applicants, but only to be completed on a voluntary basis.

SUSTAINABILITY IMPLICATIONS

The overall goal of the new RDN Sustainable Development Checklist and Guide and incentive program is to accelerate development that meets RDN sustainability goals and strategic objectives. The revised Checklist addresses a comprehensive set of sustainability issues ranging from land use decisions that support compact growth and site design issues that respect and enhance natural features, to building design and construction practices that aim to produce structures that are resource efficient, healthy and long lasting, all of which exceed the base requirements of current regulations. Aspects that could determine the long-term wellbeing of our community such as aquifer health and food security are also for the first time explicitly incorporated into the checklist.

LEGAL IMPLICATIONS

The revised checklist is designed to bring relatively small changes to existing regulations and bylaws in order to facilitate smooth implementation. RDN Policy B1.14 *Sustainable Community Builder Checklist* will be updated, and an amendment to "Regional District of Nanaimo Impact Assessment Bylaw No.

1165, 1999” that references the existing *Community and Site Impact Form* is also necessary. Updating Policy B1.14 is straightforward, and the amended policy is appended to this report for approval. Changing Bylaw 1165,1999 will require a final review by the RDN’s solicitor to ensure that it is worded accurately and correctly. Both Development Permit and Building Permit application packages will be modified to include the new checklist.

From a legal perspective, it should be noted that neither the existing nor the proposed checklist can be used to approve or deny an application if that application otherwise conforms to existing regulations, notably existing zoning, and the relevant Official Community Plan.

PUBLIC CONSULTATION IMPLICATIONS

Information about the new checklist and other green building initiatives will be provided to the public in Regional and Electoral Area newsletters, as appropriate. In addition, press releases will be circulated to local media, with information to be posted at the front counter of the Building and Planning departments.

Feedback about the new checklist will be actively sought from the building community once the checklist is in use. Some resistance in the initial stages is expected, considering that the revised Checklist is more comprehensive than the previous version, as well as the fact that it will be provided to Building Permit applicants who previously were not required to complete any applications whatsoever. However, staff will be available to meet with professional associations, industry groups and companies as well as individual homeowners to monitor the use of the proposed checklist.

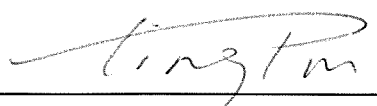
It is recommended that a review of the revised checklist be conducted from time to time. This will allow staff to assess its effectiveness and adjust content accordingly.

SUMMARY

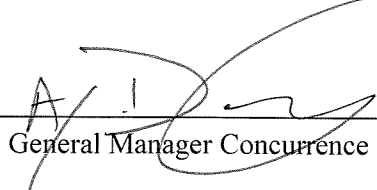
A new *RDN Sustainable Development Checklist and Guide* is proposed to improve the effectiveness of the checklist tool in order to encourage and accelerate development that meets the RDN sustainability goals. The revised Checklist will replace two existing forms to streamline the application process, and has been designed to work in tandem with a Green Building Incentive Program, should one be approved. The use of the new checklist shall be monitored and may be adapted as necessary from time to time.

RECOMMENDATION

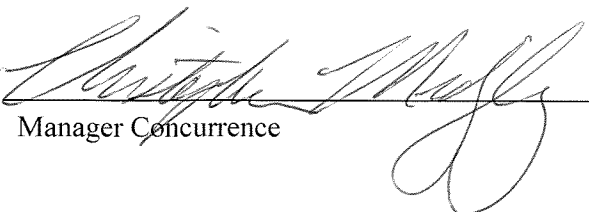
That the RDN Sustainable Development Checklist and Guide be approved; and that the RDN Policy B1.14 be amended to reference the revised checklist.



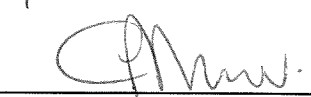
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

The purpose of the RDN Sustainable Development Checklist is to help you develop a project that ensures the well-being of the occupants and the community, uses less resource and money to operate, and respects the natural environment. All of these contribute to the sustainability goals of our community as expressed in the RDN's Regional Growth Strategy and Official Community Plans. If physical changes to the property or building are expected for your project, **complete this checklist and submit it with your Development Permit or Building Permit applications, the homeowners will automatically be considered for incentives.** For more information about incentives, please go to website www.rdnrebates.ca or pick up a brochure at the RDN facilities.

You are encouraged to engage RDN staff early. Book an appointment with the RDN Sustainability Coordinator when you are considering a development project for a **free** consultation on how to achieve a high level of sustainability and to qualify for various incentives. Email sustainability@rdn.bc.ca or call 250-390-6510 or 250-954-3798 in District 69.

This checklist intends to encourage sustainability measures that are above and beyond minimum regulatory requirements. Methods and materials in this checklist may not be suitable in all circumstances. The homeowner(s) and principal designer or builder are free to seek and select solutions that are most appropriate for a particular project. RDN staff will request additional information and materials to verify claims that are made in the checklist, if the applicants indicate the homeowners are qualified for incentives.

General Questions

1. Please provide a brief description of your proposed project, including major activities planned on the land as well as any structure to be erected or added.
2. Subject property address _____
3. Subject property's legal description _____
4. Contact person's role: Registered Property Owner(s) Authorized Agent
Full Name: _____ Telephone Number: _____ Email or other preferred contact methods: _____

Section A: Location and Site Design

Location	Points Available	Earned Points
<p>1 Future Growth</p> <p>Is the project located on lands within the Growth Containment Boundary? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	1	
<p>2 Infill</p> <p>Does the project involve the reuse of vacant and underused site(s)¹ within the Growth Containment Boundary? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	1	
<p>3 Neighbourhood Connectivity</p> <p>Does the project involve the reuse of building(s) within the Growth Containment Boundary? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is the project located within 400 metres (5- minute walk) of 5 of the listed destinations? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is the project located within 3 kilometres (10-minute bike ride) of 5 of the listed destinations? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <ul style="list-style-type: none"> - Community/social centre - Transit stop - Financial institution - Childcare facility - Park - Restaurant - Recreational facility - Health care - Shop/market - School - Coffee shop 	1	1
<p>Is the project located within 400 metres of a transit stop? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>		1
<p>4 Additional Merits (Please describe)</p>		
<p>Site Design</p> <p>1 Environment (Habitat, Ecology, Air and Water)</p> <p>1.1 Fish Habitat and Watercourse Protection / Erosion and Sediment Control</p> <p>Does the project include land alteration, vegetation removal, construction and/or building less than 30.0 metres from any water feature, within or beyond the subject property boundary? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, a Development Permit (DP) may be required. 0</p> <p>If No, will any erosion and sediment control methods be implemented? <input type="checkbox"/> Yes <input type="checkbox"/> No 1</p>		

¹ Vacant and underused sites here refer to areas that have previously been developed but have been left abandoned or underutilized, not including land used for agriculture or park or left to naturally evolve.

- 1.2 Environmentally Sensitive Areas**
 Are there any environmentally sensitive features on the subject property? Yes No, not applicable. **0**
 If Yes, a Development Permit (DP) may be required.
 If a DP is not required, will environmentally sensitive features on site be properly identified and protected? Yes No **1**
- 1.3 Aquifer and Groundwater Protection: quality**
 Select the applicable level of aquifer vulnerability for the project site. high moderate low
 Is the proposed site designed to minimize the impact on the quality of groundwater? Yes No **1**
- 1.4 Aquifer and Groundwater Protection: quantity**
 Is the proposed site designed to minimize the impact on the quantity of groundwater? Yes No **1**
- 1.5 Rainwater Management: rate, quantity and quality**
 Will best management practices used to encourage natural infiltration of rainwater? Yes No **1**
- 1.6 Tree Retention**
 Are all existing mature trees (the trunk diameter is greater than 20 cm, measured 1.5 m above the ground) on site either retained or replaced with new trees? Yes No **1**
- 1.7 Air Quality**
 When clearing land, will downed wood or debris be left in buffer areas or grinded rather than being burned as 'waste'?
 Yes No **1**
- 1.8 Other, please describe.** **1**
- 2 Protection of Development**
- 2.1 Hazard Lands**
 Is the subject property located within a mapped floodplain and/or on those lands with a natural grade greater than 30 percent? Yes No, not applicable.
 If Yes, a Development Permit (DP) may be required.
 If a DP is not required, will any efforts be made to protect development from hazardous conditions? Yes No **1**
- 2.2 Fire Hazard**
 Is the proposed project in an area rated with extreme or high risk of Wildland Urban Interface (WUI) fire on the FireSmart Hazard Rating? Yes No, not applicable.
 If Yes, will site design strategies that reduce the risk of WUI be incorporated? Yes No **1**
- 2.3 Contaminated Site**
 Is the proposed project located on a contaminated site?² Yes No, not applicable.
 If Yes, will any efforts made to address the actions required by the Ministry of Environment? Yes No **1**

² A contaminated site is defined as a site where any of the industrial or commercial activities in the Schedule 2 of the Provincial Contaminated Sites Regulations have taken place. Find the link to the Provincial Contaminated Sites Regulations in the RDN Sustainable Development Guide.

3	Food Security	
3.1	Productive Land Protection	-2/0
	Is any land taken out of agricultural production as a result of this development? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	As a result of this development, the impervious paving area (excluding building footprint) is	1/0/-1
	<input type="checkbox"/> decreased <input type="checkbox"/> same as before <input type="checkbox"/> increased	
3.2	Planning for Agriculture	
	Where agriculture is a permitted use, is the proposed development designed to facilitate current and future farming, based on an analysis by a professional agronomist? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable	1
	If No , can the site design demonstrate that the following considerations are taken into account? <input type="checkbox"/> Yes <input type="checkbox"/> No	1
	- Limit the size of the farm home plate or development footprint	
	- Limit the size of the house(s)	
	- Locate house(s) and the ancillary residential features in close proximity within a home plate	
	- Locate development close to a road frontage that provides access to the property	
	- Locate development on less fertile part of the property	
3.3	Compatibility	
	Is the proposed project within 15 meters of the Agricultural Land Reserve (ALR) or a farming operation? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	If Yes , a DP may be required.	
	If a DP is not required but the project is within 15 meters of a farming operation, will the project designed to lessen the impact of development upon the adjacent agricultural land? <input type="checkbox"/> Yes <input type="checkbox"/> No	1
3.4	Onsite Food Production	3
	Will the project incorporate or increase on-site food production? <input type="checkbox"/> Yes <input type="checkbox"/> No	
4	Pride of Place (culture, history, arts)	
	Is the proposed project on a site that either is a known archaeological site or contains archaeological evidence?	
	<input type="checkbox"/> Yes <input type="checkbox"/> No, not Applicable	
	If YES , has the Ministry of Natural Resource Operations Archaeology Branch been contacted to obtain applicable permits? <input type="checkbox"/> Yes <input type="checkbox"/> No	1
	Will the actions recommended by a professional archaeologist be implemented? <input type="checkbox"/> Yes <input type="checkbox"/> No	1
4.2	Other significant contribution the proposed development will make to preserve and promote local culture, history, heritage and arts. Please describe (1 point for each identified contribution).	

Section B: Building Design and Construction

Home Size (only applicable to new houses)

What is the total area of living space³? _____ square foot

What is the total number of bedrooms?

Score

Total

a. Shortcut

A shortcut option is available to those projects that pursue a comprehensive third-party certification. The applicants of these projects do not need to complete the questions in the step-by-step option.

Third-Party Certification

Is this project pursuing a comprehensive third-party certification?
 Leadership in Energy and Environmental Design (LEED) and EnerGuide 80 or higher
 Built Green and EnerGuide 80 or higher

Indicate the level of certification

- Platinum
 Gold
 Silver

Score

b. Step-by-step

For renovation of or addition to an existing building, only changes within the scope of your project are applicable to this checklist. Improvements made outside the scope of your project previously should be noted as 'pre-existing' (P/E).⁴

1 Energy

Not applicable if the building is not intended for occupancy and heating or cooling is not needed (i.e., a garden shed or a garage)

Is the building designed and built to be net-zero in energy or carbon emissions? Yes No

If YES, a full score (26/26) in Energy section will be granted. Skip this section and proceed to the next set of questions under 'Water'.

If NO, complete the rest of questions under 'Energy'.

³ The total area of living space here refers to the conditioned space (i.e., the space that requires heating or cooling).

⁴ For example, if you already have a high efficiency toilet before the work is performed, you should note the condition as 'pre-existing'. In this case, no available point or earned point will be counted towards the overall score. If you do not have a high efficiency toilet and decide not to replace the existing toilet in your project, the point available for that item will be 1 and earned point 0.

	Points Available	Earned Points
<p>1.1 Reduce Energy Demand/Passive Design Refer to <i>Passive Design Toolkit for Homes</i> developed by City of Vancouver, if applicable.</p> <p><u>Solar Orientation</u> Have the opportunities to take advantage of solar access been identified and responded to in design? (i.e., how much solar access exists on-site, how is the whole building oriented, and how each elevation is treated). <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Vegetation</u> Is the landscaping designed to aid passive design strategies? (i.e., deciduous trees that provide shade in summer but access to solar heat in winter; trees to block or filter harsh winds.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Compact Form</u> (only applicable to new houses) Is an efficient and compact form considered and achieved? (i.e., is the building designed to keep corners and joints to a minimum? Does the design maximize living space within a minimum envelope area?) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Building Envelope</u> Is the building envelope designed and constructed to ensure that insulation is climate appropriate, desired airtightness can be achieved, and thermal bridges are avoided wherever possible? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Energy Modeling</u> Is HOT2000 or similar software used to optimize design for energy performance? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Thermal Mass</u> (only applicable to houses) Is interior thermal mass used to store passive solar gains and reduce indoor temperature swings? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Interior Layout</u> (only applicable to houses) Will interior layout facilitate the passive design strategies chosen for the project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Solar Shading</u> Will shading strategies (i.e., overhangs, eaves, louvers and sunshades) be used to help regulate solar gains? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><u>Natural Light</u> Will natural light be used to reduce the need for artificial lighting? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Natural Ventilation</u> Will ventilation be accomplished by natural means? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p> <p><u>Heat Recovery Ventilator</u> Is a heat recovery ventilator (HRV) installed in the building so that it reclaims waste energy from exhaust airflows to heat incoming fresh air? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> P/E</p>	1	1

Real-time Energy Display⁵
Is there any real-time energy display monitor in the building to provide up-to-minute feedback to occupants of their energy consumption? Yes No P/E **1**

Other, please describe.

1.2 Efficient Systems

Efficient Space Heating System

For houses, are any of the following appliances installed in the project? Yes No P/E **1**

- An EPA certified woodstove;
- An EPA certified pellet stove;
- An EPA high efficiency gas stove or fireplace;
- An ENERGY STAR furnace.

For multi-unit residential projects, are measures taken to improve space heating efficiency? Yes No P/E **1**

Efficient Water Heating System

Are the boilers or water heaters for domestic hot water Energy Star rated? Yes No P/E **1**

OR Is an on-demand water heater installed?

Heat Pump

Is a heat pump used to provide space heating and/or domestic hot water heating? Yes No P/E **3**

Appliances

Are all major appliances ENERGY STAR rated? Yes No P/E **1**

Lighting

Are ENERGY STAR qualified light fixtures used instead of regular incandescent bulbs wherever possible? **1**

Yes No P/E

1.3 Alternative Sources

Solar Hot Water

Is there any solar hot water system installed by a SolarBC registered installer? Yes No P/E **1**

Is any other system utilized in this project to harvest renewable energy? (i.e., solar photovoltaic, wind, solar wall, solar cooking, micro hydro, ground source geoechange) Yes No P/E **3**

EnerGuide Rating (only applicable to houses or multi-unit residential building up to 21 units)

Does an energy assessment by a certified energy advisor confirm that the new building meets an EnerGuide rating of 80 or higher? Yes No P/E

⁵ Note that BC Hydro will replace existing mechanical meters with smart meters for their customers. Make sure the energy display monitor is compatible with the new smart meter.

OR Is the new building ENERGY STAR qualified homes? Yes No P/E

For renovation to an existing building, how much improvement does the project achieve in EnerGuide Rating? **10**

EnerGuide Rating before renovation _____ EnerGuide Rating after renovation _____ **n/a⁶**

2 Water

Not applicable if no water systems or fixtures are installed.

2.1 Reduce Water Demand/Efficient Systems

Water Uses

Are the fixtures installed in your project only for essential water uses (toilet, clothes washer, kitchen tap, dishwasher, washroom faucet, showerhead, and irrigation, if applicable), not for recreational or decorative uses (swimming pool, fountain)? **1**

Yes No P/E

High Efficiency Water Fixtures

Do water fixtures have the following flow rates or better?

Dual Flush Toilet: 4.1(or less) and 6 litre per flush **OR** Low-Flow Toilet 4.8 litre per flush **OR** No Flow Toilet/waterless composting toilet **1/1/3**

Yes No P/E

Faucet aerator: 6 litres per minute (1.5 GPM) Yes No P/E

Dishwasher: an ENERGY STAR model with a water factor below 22 litre/cycle (5.8 gal/cycle)

Yes No N/A P/E **1**

Showerhead: 6 litres per minute(1.5 GPM) Yes No P/E **1**

Clothes washer: an energy star model with a water factor equal or below 7.5 gal/cycle/ft3 (1.0 litre/cycle/litre)

Yes No P/E **1**

Landscaping

Does the proper plant selection eliminate the use of irrigation system, once the plants are established?

Yes No P/E **1**

Irrigation Systems for Landscaping (not including agricultural use)

If an irrigation system is installed, is the system designed and installed by a Certified Irrigation Designer and Technician?

Yes No P/E **1**

Is drip irrigation installed? Yes No P/E **1**

Does the irrigation system have a smart controller? Yes No P/E **1**

⁶ The available points will depend on the potential of improvement in EnerGuide Rating based on an energy assessment by a certified energy advisor. 1 point is awarded for every point improvement below EnerGuide 80 and 2 points for every point improvement above EnerGuide 80. For example, if the report suggests that your house had a EnerGuide Rating of 57 and could achieve a Rating of 85 if all recommended measures are incorporated, your available points will be (80-57)X1+(85-80)X2=33. If after selecting to implement several measures during renovation, your project achieved an EnerGuide Rating of 82, your total earned points will be (80-57)X1+(82-80)X2=27.

- 2.2 **Alternative Sources**
Greywater Reuse
 Is there any greywater system in place that uses non-potable water for toilet flushing, irrigation or other non-potable uses? Yes No P/E
- Rainwater Collection**
 Is rainwater harvested in a cistern with a minimum capacity of 2,000 liters for toilet flushing, irrigation or other non-potable uses? Yes No P/E
- Is rainwater harvested in a cistern with a minimum capacity of 18,000 liters for toilet flushing, irrigation or other non-potable uses? Yes No P/E

3 Health

- 3.1 **Interior Paints**
 Are all interior paints and finishes applied in this project low Volatile Organic Compounds (VOC) paints? Yes No P/E **1**
- 3.2 **Interior Adhesives and Sealants**
 Are all interior adhesives in this project low VOC adhesives? Yes No P/E **1**
- 3.3 **Composite Wood or Agrifiber Products**
 Do all composite wood products including particle board, medium density fiberboard (MDF), plywood, wheat board, strawboard, panel substrates and door cores contain no added urea-formaldehyde? Yes No P/E **1**
- 3.4 **Other, please explain.**

4 Materials

- 4.1 **Local Materials** (i.e. harvested and processed on Vancouver Island)
 Is site-cut timber used for structural elements of the project? Yes No P/E **1**
- For houses, are at least 4 of the following assemblies locally harvested and processed? Yes No P/E **1**
- Exterior wall framing/wall structure
 - Interior wall framing
 - Flooring
 - Siding or masonry
 - Decking
 - Roofing
 - Insulation
- For multi-unit residential project, is at least 10% of building materials by cost is locally harvested and processed? Yes No P/E **1**
- 4.2 **Low Embodied Energy Materials**
 Are materials with low embodied energy used as structural or envelope components in this project? E.g. wood, clay, straw bale, stone. Yes No P/E **1**

- 4.3 **Materials with Recycled Content**
 For houses, are materials with at least 25% post-consumer recycled content⁷ and over \$3,000 in value are used in this project? Yes No P/E **1**
- For multi-unit residential projects, does a minimum of 10% of building materials by cost contain at least 25% post-consumer recycled content? Yes No P/E **1**
- 4.4 **Reused Materials**
 Will salvaged or reused material be used in the project? Yes No **1**
- 4.5 **Rapidly Renewable Materials**
 For houses, are rapidly renewable materials (i.e., bamboo, cork, straw, natural linoleum products, wool, wheatboard, strawboard, etc.) used in the following applications? Yes No P/E **2**
- Over 50% of flooring by coverage area
 - Over 80% of built-in cabinetry by coverage area
- For multi-unit residential projects, are rapidly renewable building materials used for 5% of the total cost of all building materials? Yes No P/E **1**
- 4.6 **Forest Stewardship Certified (FSC) wood**
 By cost, is over 20% of the wood used in this project Forest Stewardship Council (FSC) Certified wood? Yes No P/E **1**
- 4.7 **Construction Waste Management**
 By weight, is over 50% (for houses)/ 80% (for multi-unit residential project), of construction waste diverted from landfill? Yes No **1**
- 4.8 Other, please explain. **1**

5 Additional Merits

- 5.1 **Fire Hazard**
 If the proposed project is in an area rated as being at extreme or high risk of Wildland Urban Interface (WUI) fire on the FireSmart Hazard Rating, are the design and construction strategies that make the building FireSmart according to FireSmart Manual incorporated? Yes No P/E **2**
- 5.2 **Vegetated Roof**
 Does the building include a vegetated roof system? Yes No P/E **2**
- 5.3 **Social Significance**
 Does this project provide any social benefits to the community? Yes No P/E **2**

⁷ Post-industrial (or pre-consumer) recycled content must be counted at half the rate of post-consumer content.

5.4 **Education Potential**

Does this project provide any green building education opportunity? Yes No

5.5 Other, please describe (1 point for each identified merit).

3



For office use only		
Section	Total Points Available	Total Earned Points
A		
B		
Total		Score

Section A: Location and Site Design

Location

1 Future Growth

Why do we care?

New developments in Village Centres or within Growth Containment Boundary (GCB) help curb rural sprawl and create compact complete communities that provide opportunities for people to live in close proximity to services, employment and amenities. This development pattern has the greatest potential to reduce automobile dependence, supports the provision of public transit and other forms of transportation, facilitates the use of more resource and energy efficient infrastructure and building types, and ultimately results in a significant reduction in greenhouse gas (GHG) emissions and improvement of residents' well-being.

Definition

Growth Containment Boundary (GCB) as defined in RDN Regional Growth Strategy is the boundary between what is considered 'urban' in the context of our electoral areas and that what is considered rural. Lands within the GCB are intended to accommodate some additional growth to facilitate the creation of compact, more complete communities which include places to live, work, learn, shop and access services.

Resource

Regional District of Nanaimo Regional Growth Strategy and/or RDN Map www.rdn.bc.ca

2 Infill

Why do we care?

Infill development is new construction on vacant or underused lots in the established neighbourhoods and business districts. These sites are typically located closer to the centre of the community and are more likely to be served by public infrastructure, such as roads, water and sewer lines. There are many benefits of infill development including making better use of urban land supplies while reducing consumption of forest and agricultural land, replacing abandoned areas with functioning assets, lowering costs of public services such as transit, sidewalks, water and sewer, school, and public safety (police, fire, ambulance), and avoiding or limiting site disturbance.

Definition

Infill refers to the use of land within a built-up area for further construction.

3 Neighbourhood Connectivity

Why do we care?

Projects that are located in close proximity to services, employment and amenities have great potential to reduce occupants' dependence on personal automobile and make other forms of travel more viable. Choosing such a project location encourages a more active and healthier lifestyle and could also result in reduction of greenhouse gas emissions related to personal travel.

SITE DESIGN

1 Environment (Habitat, Ecology, Air and Water)

1.1 Fish Habitat and Watercourse Protection / Erosion and Sediment Control

Why do we care?

Land clearing removes the protective layer over soil. The unprotected soil is easily 'washed' off the land by the impact of sun, rain, wind and moving water. When soil sediments flow into nearby water bodies, they have severe negative impacts on fish and their habitats. They reduce the amount of sunlight reaching aquatic plants, clog or abrade fish gills and cause suffocation, smother aquatic feeding sites and spawning areas and interfere with fishes' ability to navigate. Sediment and erosion control reduce the amount of sediment that gets washed into nearby streams. It is also important that we control sediment and erosion on construction sites in order to prevent polluting the air with dust and particulate matter.

Definition

A water feature includes any of the following:

- a) any watercourse, whether it usually contains water or not;
- b) any pond, lake, river, creek, or brook; and/or,
- c) any ditch, culvert, spring, or wetland.

Resource

BC Ministry of Environment and Department of Fisheries and Oceans

Land Development Guidelines for the Protection of Aquatic Habitat September 1993 online file

<http://www.dfo-mpo.gc.ca/Library/165353.pdf>

BC Ministry of Environment Riparian Areas Regulation

http://www.env.gov.bc.ca/habitat/fish_protection_act/riparian/riparian_areas.html

Example actions

- plan the development to the existing terrain and site conditions;
- schedule development to minimize risk of potential erosion (i.e., in months with less rain);
- retain existing vegetation where possible;
- re-vegetate/protect bare areas;
- divert runoff away from bare areas;
- minimize the length and steepness of slopes where possible;
- minimize runoff velocities and erosive energy;
- design development for increased runoff;
- retain eroded sediments on-site with erosion and sediment control structures;
- plan, inspect, and maintain erosion and sediment control structures.

1.2 Environmentally Sensitive Areas

Why do we care?

Streams and their adjacent lands provide essential habitat and corridors for fish, birds, and other wildlife. Riparian areas need to remain in a largely undisturbed state in order to protect habitat, prevent flooding, control erosion and sedimentation, and recharge groundwater. In many areas, groundwater aquifers are the main source of drinking water for residents and need to be carefully protected in order to maintain human health. The nests of eagles, herons, peregrine falcons, osprey, gyrfalcon and burrowing owls, their eggs, and their young are also protected pursuant to section 34 of the Provincial Wildlife Act.

Definition

Environmentally sensitive features include coastal areas, nesting trees, rare and endangered species, aquifers, lakes, streams, riparian areas, and floodplain areas.

Riparian areas are the areas bordering on streams, lakes, and wetlands that link water to land. The blend of streambed, water, trees, shrubs and grasses directly influences and provides fish habitat.

Resource

Sensitive Ecosystem Inventory: East Vancouver Island and Gulf Islands 1993-1997
http://www.env.gov.bc.ca/sei/van_gulf/publications.html

1.3 Aquifer and Groundwater Protection: quality

Why do we care?

Many communities in Nanaimo rely on untreated groundwater for their drinking water supply. What we do on the land affects the quality of water that is in the ground. Some groundwater aquifers are particularly vulnerable to contamination and homeowners that live above highly vulnerable aquifers need to take great care on their properties in order to prevent bacteria from septic systems or chemicals such as fuel and pesticides from entering their community's water source.

Definition

A secondary treatment system has an additional treatment unit that greatly improves the quality of water that comes from a septic system

Resource

Well Protection and Groundwater Stewardship for Rural Areas
<http://www.bcgwa.org/waterwell/2wellProtection.html>

Example actions

- locate septic tank and fields 100 feet away from wellhead;
- use secondary treatment in the area of high aquifer vulnerability;
- have proper fuel storage to avoid contamination of groundwater;
- locate wells on high ground to protect from flooding and away from any potential contaminant sources;
- avoid using fertilizers and pesticides;
- seal abandoned wells to prevent contamination.

1.4 Aquifer and Groundwater Protection: quantity

Why do we care?

There are several areas in the Region where aquifers are showing signs of stress. Some aquifers are naturally 'low producing' and naturally do not have a lot of water available in them for us to pump out. Especially in these areas, we need to be very careful that we do not use too much water, as it is very easy to 'run out'. Other aquifers are simply being over-used. If we take more water from an aquifer than can be returned through rainwater recharge, it is like spending more money each month than we get paid. The groundwater 'bank' levels drop and wells begin to go dry. There are some areas in the RDN where this is already starting to happen.

Resource for Agricultural Irrigation

Environmental Farm Plan Program 'Irrigation System Assessment Guide'

http://www.agf.gov.bc.ca/resmgmt/EnviroFarmPlanning/EFP_Irrigation_Guide/Irrig_Guide_toc.htm

Example actions

- use little or no groundwater for landscaping irrigation;
- install no turf lawn.

1.5 **Rainwater Management: rate, quantity and quality**

Why do we care?

Under natural conditions, rainwater falls slowly to the ground through trees and vegetation, then filters through the soil, and recharges groundwater. However, impervious surfaces such as pavement cannot soak up rainwater. Instead, the rainwater falls on it and then quickly speeds to the closest drainage area and into the nearest river, lake, or stream. When the fast-moving rainwater rushes into nearby streams, it destabilizes stream banks, scours river channels, and damages fish habitat. As water moves across impervious surfaces such as pavement, it picks up sediment, bacteria, and toxins from vehicles (i.e., copper from brake pads, rubber from tires, motor oil, etc.), creating a toxic brew for fish. In dry summer months, when there is no rain, many streams rely on groundwater flowing into them to prevent them from going dry. This groundwater is called base flow. When pavement prevents rainwater from entering the ground, rivers that depend on base flow may go completely dry in the summer.

Definition

Impervious surfaces are hard surfaces such as pavements (roads, sidewalks, driveways and parking lots) that prevent rainwater from entering the ground. Rain gardens are attractive features that allow water from roofs and driveways to be directed into a vegetated pond. For most showers and rainstorms, the pond can hold the water and slowly release it into the ground. For heavy rainstorms, an overflow pipe directs water into the storm sewer.

Resource

Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia, March 2006

http://www.env.gov.bc.ca/wld/documents/bmp/devwithcare2006/develop_with_care_intro.html

Metro Vancouver Stormwater Source Control Design Guidelines

<http://www.metrovancouver.org/services/wastewater/sources/Pages/StormwaterManagement.aspx>

Ministry of Water, Land and Air Protection - Standards and Best Practices for Instream Works

<http://www.env.gov.bc.ca/wld/documents/bmp/iswstdsbpsmarch2004.pdf>

The Association of Professional Engineers and Geoscientists of British Columbia

<http://www.apeg.bc.ca/index.html>

Example actions

- minimize the amount of impervious surface by using pervious paving instead of asphalt or concrete;
- use vegetated swales, infiltration basins, and absorbent vegetation to maximize the infiltration of uncontaminated stormwater;
- create 'rain gardens' to reduce the rate of stormwater runoff;
- create detention ponds to reduce the amount of silt and pollutants that enter streams and groundwater.

1.6 Air Quality

Why do we care?

Outdoor burning is strongly discouraged because chemicals and tiny particles in wood smoke can make people quite sick. Smoke can also blot out the landscape so effectively that road and air travel are dangerously affected, and beautiful views are hidden.

Resource

BC Ministry of Environment

A Guide to the Open Burning Smoke Control Regulation

<http://www.env.gov.bc.ca/epd/bcairquality/reports/agttojsc.html>

Example actions

- pile branches densely in alternating layers with other clean wood debris to form a long narrow mound or berm;
- consider mill large trees you've had to cut down on site to use in your project;
- avoid burning wood with paints or adhesives on it;
- cut, split and store wood unsuitable for construction for at least one year before using as firewood.

2 Protection of Development

2.1 Hazard Lands

Why do we care?

The development of land or removal of vegetation in hazard lands may destabilize the area, cause environmental damage, and pose potential for loss of life and property. Development in floodplains could cause the inconvenience for occupants to be evacuated from time to time, and pose a greater risk of loss of life or property damage in a major flooding event.

Definition

Hazardous lands include steep slopes adjacent to watercourses and along the coastal shoreline and flood prone lands that are subject to terrain hazards (flooding, landslides, debris flows, avalanches, etc.) Floodplains are areas adjacent to water bodies that are subject to flooding.

Resource

BC Ministry of Environment

Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia March 2006

http://www.env.gov.bc.ca/wld/documents/bmp/devwithcare2006/develop_with_care_intro.html

Example actions

- re-vegetation;
- slope enhancement works recommended by a geotechnical engineer or other qualified professional;
- mitigation and restoration measures recommended by a geotechnical engineer or other qualified professional;
- conduct the development at a time of year and use of construction methods that minimize the impact.

2.2 Fire Hazard

Why do we care?

Many residents in the Region live in or near forested lands and could be exposed to spreading wildfire. The best protection against loss, damage or injury due to wildfire is prevention.

Resource

RDN Fire Hazard Map or RDN Map

<http://www.rdn.bc.ca/cms.asp?wpID=761>

<http://www.rdn.bc.ca/cms.asp?wpID=419>

BC Forests and Range Wildfire Management Branch

<http://bcwildfire.ca/Prevention/FireSmart.htm>

Example actions

- create a cleared zone within the first 10 metres of space around the building;
- reduce fuels by thinning and pruning from 10 to 30 metres out from your building;
- thin or reduce shrubs and trees, retain fire resistant deciduous trees, space trees beginning 30 metres from any structure.

2.3 Contaminated Site

Why do we care?

Development of contaminated sites encourages site clean-up, reduces pressure on undeveloped land and allows for development that does not destroy wildlife habitats. It is important to ensure, however, that the site is properly cleaned up so that human and environmental health is maintained.

Definition

Contaminated site is an area of the land in which the soil or any groundwater lying beneath it, or the water or the underlying sediment, contains a hazardous waste, or another prescribed substance in quantities or concentrations exceeding risk based or numerical criteria or standards or conditions in the Contaminated Sites Regulation.

Resource

Ministry of Environment Contaminated Sites Regulation

http://www.env.gov.bc.ca/epd/remediation/leg_regs/csr.htm

3 Food Security

3.1 Productive Land Protection

Why do we care?

In areas where the competition between urban and agricultural uses is intense, productive agricultural land is sometimes converted into residential and other non-farm uses – a transformation that is largely irreversible. To achieve a high level of food self-sufficiency, we need to protect productive land base in our region and its farming capabilities. Therefore, conversion and removal of productive lands are discouraged.

3.2 Planning for Agriculture

Why do we care?

In areas where agriculture is a permitted use, the site design impacts the potential of both current and future farming.

Definition

A farm home plate including houses and the ancillary residential features such as lawns, swimming pools, tennis courts, garages for personal vehicles should be minimized so as to restrict the amount of productive land the development alienates. The house should be reasonably sized. The capital investment in a large house reduces the attractiveness of the lot for farming. A very large expensive home on farmland may limit the number of farmers who are able to purchase and farm the property. Keeping houses and residential features close together helps keep the remaining land intact and avoid fragmentation.

Resource

British Columbia Institute of Agrologists www.bcia.com

3.3 Compatibility

Why do we care?

The development of lands adjoining or reasonably adjacent to farm lands may compromise the agricultural use of the farm lands. Special efforts are often needed to avoid the conflicts between agricultural operations and non-farm uses and create greater compatibility between land uses.

Definition

Agricultural land includes land located within the Provincial Agricultural Land Reserve (ALR), and land with farm status under BC Assessment Act.

Resource

Ministry of Agriculture and Lands

A Guide to Edge Planning Promoting Compatibility Along Urban-Agricultural Edges 2009

http://www.al.gov.bc.ca/resmgmt/sf/publications/823100-2_Guide_to_Edge_Planning.pdf

BC Agricultural Land Commission

Landscape Buffer Specifications 1993 <http://www.alc.gov.bc.ca/publications/buffer/intro.htm>

Example actions

- buffer or separate the development from the farming operations, including screening, landscaping, fencing, siting of buildings or structures and diversion of surface water runoff by ditching, retention ponds, etc.;
- avoid road endings directed into farming operations;
- consider adequate drainage to avoid flood, erosion or siltation damage to adjacent farm lands or affect water retention on downstream farms.

3.4 Onsite Food Production

Why do we care?

Less than 10% of the food consumed on Vancouver Island and the Gulf Islands is grown locally. Most food travels over 2500 miles to get to eater's table. This globalized food system our society depends on is increasingly vulnerable to fuel prices rise, food contamination, and climate change. Supporting local food production is critical in building community's resiliency.

Resource

Nanaimo Community Gardens

<http://www.nanaimocommunitygardens.ca/about.php>

Permaculture and Sustainable Food Production at O.U.R. EcoVillage

<http://ourecoovillage.org/courses-events/permaculture/>

4 Pride of Place (culture, history, arts)

4.1 Archaeological Significance

Why do we care?

Archaeological sites are the only physical evidence for 98% of the rich history of British Columbia, extending back at least 12,000 years. This resource is of great value to First Nations, local communities and the general public. The Province controls damaging activities by protecting them by law and requiring a permit to develop within site boundaries. Damaging an archaeological site without a permit is unlawful.

Resource

BC Ministry of Natural Resource Operations Archaeology Branch

<http://www.tca.gov.bc.ca/archaeology/index.htm>

Telephone 250-953-3334

Find out if there is an archaeological site on the subject property by submitting a data request to the Archaeology Branch: <http://www.archdatarequest.tsa.gov.bc.ca/>

BC Association of Professional Archaeologists

<http://www.bcapca.bc.ca/>

Telephone 778-420-4450

Section B: Building Design and Construction

Home Size		All things being otherwise equal, a large home consumes more materials and energy than a small home over its lifecycle (including pre-construction, construction, use, and demolition or deconstruction).			
		Source: Canada Green Building Council LEED for Homes www.cagbc.org			
Maximum home size (ft²) by number of bedrooms					Home Size Score
≤1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5 Bedrooms	
714	1089	1497	2041	2245	10
742	1131	1556	2121	2333	9
772	1176	1617	2205	2425	8
802	1222	1680	2291	2520	7
833	1270	1746	2381	2619	6
866	1320	1815	2475	2722	5
900	1372	1886	2572	2829	4
935	1425	1960	2673	2940	3
972	1481	2037	2778	3055	2
1010	1540	2117	2887	3175	1
1050	1600	2200	3000	3300	0 (average)
1091	1663	2286	3118	3430	-1
1134	1728	2376	3240	3564	-2
1179	1796	2469	3367	3704	-3
1225	1866	2566	3500	3850	-4
1273	1940	2667	3637	4001	-5
1323	2016	2772	3780	4158	-6
1375	2095	2881	3928	4321	-7
1429	2177	2994	4082	4491	-8
1485	2263	3111	4243	4667	-9
1543	2352	3233	4409	4850	-10
For larger homes, or homes with more bedrooms, the formula in LEED Canada for Homes Exhibit 5 will apply.					

a. Shortcut

Third-Party Certification

LEED for Homes and **Built Green** are two widely recognized voluntary green building rating systems that are applicable to single family homes. They both cover a wide range of issues including energy, water, indoor environment quality, building materials, and waste management. Both systems are point based and have several levels of achievement based on the total score. LEED for Homes is developed and administered by the Canada Green Building Council. More information about this rating system can be found on the CaGBC website: www.cagbc.org. The Built Green Program is managed by Built Green Canada. Their website is www.builtgreencanada.ca.

LEED for New Construction and Major Renovation is suitable for multi-unit residential, commercial and institutional projects.

The **Green Globes** is another voluntary rating system ideal for small, low budget commercial and institutional projects. There are several assessment tools available for various types of project. Choose Green Globe Design for New Buildings and Retrofits assessment tool. Their website is: www.greenglobes.com

	Section B Overall Achievement Score
LEED Platinum	100
LEED Gold	90
LEED Silver	80
	Note: Home size is already taken into account in LEED for Homes rating system.
Built Green Platinum	90 + Home Size score
Built Green Gold	80 + Home Size score
Built Green Silver	70 + Home Size score
Green Globe 5 Globes	100
Green Globe 4 Globes	90
Green Globe 3 Globes	80

b. Step-by-step

In the planning and design phase, different strategies should be considered sequentially, to maximize building performance in a most cost effective way. The following three ‘tiers’ of design strategies are specified:

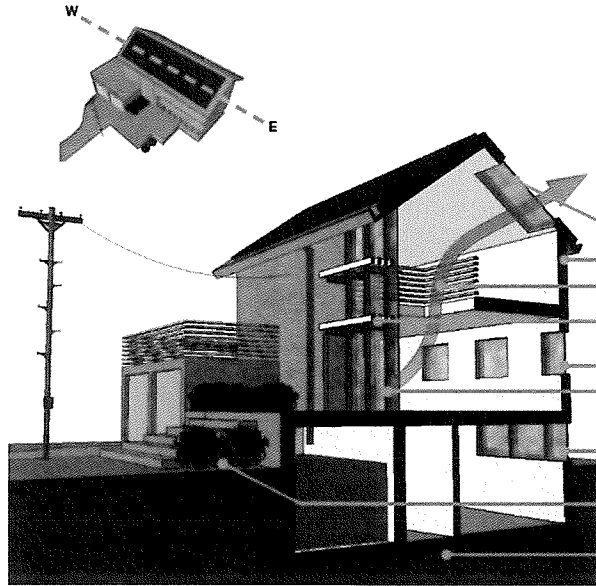
1. Passive design
Reducing the need for energy and water supplied to a building.
2. Efficient systems
Delivering the energy and water needed most efficiently.
3. Alternative sources
Supplying the energy and water needed from on-site renewable sources.

The checklist is structured in a way that more emphasis is placed on reducing demand for energy and water through intelligent design than employing often expensive and ever evolving technologies. For new houses, City of Vancouver’s **Passive Design Toolkit for Homes** is a particularly valuable resource. The toolkit illustrates and explains the fundamental design principles based on which low energy houses can be realized in a cost effective manner. For renovations and home improvement, the **Green Home Renovation Series** is recommended.

For commercial and institutional projects and multi-unit residential developments, refer to City of Vancouver's *Passive Design Toolkit Best Practices*.

These documents are free and can be downloaded from the City of Vancouver's website here: http://vancouver.ca/sustainability/building_green.htm

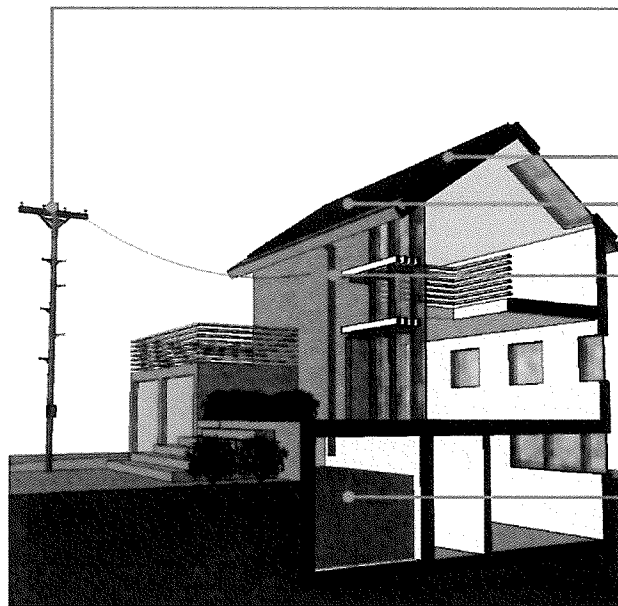
single family parcel
Passive Design + Efficiency Strategies



Possible Strategies

- Solar Orientation**
The home is oriented along an east-west axis to take full advantage of the southern sun and to limit the wall area exposed to the intense radiative heat gain of the west sun.
- Compact Building Form**
The building's form is compact, reducing the exterior wall area.
- Air Tightness**
Reduce air-leakage to an absolute minimum to improve energy performance and occupant comfort, without compromising indoor air quality.
- High Efficiency Systems**
 - Compact fluorescent light bulbs
 - High efficiency hot water tank
 - Heat recovery ventilator
 - EnergyStar appliance
- Skylight with Vent**
Provides natural light and aids in natural ventilation.
- Super-Insulated Envelope**
- Natural Ventilation**
Double height spaces take advantage of stack effect.
- Solar Shading**
To prevent overheating in summer and to provide passive solar heating in winter.
- Triple Glazed Windows**
- Passive Solar Heating**
Lots of glazing on the south facade.
- Natural Light in the Basement**
- Waterwise Landscaping**
No irrigation required.
- High R-Value Insulation Under Slab**

single family parcel
Alternate Sources



Possible Strategies

- Net-Metering**
When the home generates more energy than it consumes, such as in the summer time, it sells the energy back to the grid. When it needs more energy than it can produce, such as in the winter, it draws from the grid. The absence of batteries significantly reduces the cost of photovoltaic systems.
- Photovoltaic Panels**
Electrical generation.
- Solar Hot Water**
Solar heated water is used for domestic uses. High efficiency electrical back-up installed.
- Rainwater Collection**
Use appropriate roofing materials to prevent contamination of rainwater runoff (metals with heavy metal-free finish).
- Grey Water Reuse**
Waste water from fixtures such as showers and sinks is treated and reused.
- Rainwater Collection Tank**
Rainwater is collected from the roof and fed to an underground tank. It is used for showers, sewage conveyance and irrigation.

Graphics: Michel Labrie Architect

1 Energy

Net-zero

'Net Zero' means that for a given resource, such as energy or water, no net input is required from external utilities on an annual basis. Buildings may be net-zero carbon, releasing no carbon dioxide from fossil fuels during operations.

1.1 Reduce Energy Demand/Passive Design

Passive design refers to an approach that discourages reliance on mechanical systems for heating, cooling and lighting and instead harnesses naturally occurring phenomenon such as the power of the sun, direction of wind and other climatic effects to maintain consistent indoor temperatures and occupant comfort. In consideration of the climate zone our region is in, the passive design strategies aim to maximize solar gains in winter and avoid unwanted solar gains in summer.

For a practical and easy-to-understand guide on how to apply passive design approach to your project, download a copy of the City of Vancouver Passive Design Toolkit for Homes or Passive Design Toolkit Best Practices from the following website:

http://vancouver.ca/sustainability/building_green.htm

Solar Orientation

Good building orientation in relation to the earth's axis and a site's geographical features can improve passive gains and thereby reduce the need for mechanical heating or cooling systems. This can also result in lower energy bills, and lower related GHG emissions.

Solar access describes the amount of useful sunshine reaching a building.

Vegetation

Landscaping can be an effective and pleasant option to aid passive design strategies. Place appropriate vegetation to block unwanted sun, filter harsh winds or mitigate heat island effect in the summer resulting from large paved areas.

Compact Form

A compact design maximizes living space within a minimum envelope area. The envelope or shell of the building is where heat loss occurs. Therefore minimizing exterior wall surface area can reduce associated heat gain/ loss potential.

Building Envelope

Building envelope refers to the roof, walls, windows, and floors of a building. Sound building envelope design can keep out wind, water and cold just like clothing protects us from these elements. Minimum insulation requirements are currently embedded in the BC Building Code. Beyond a certain thickness, there is minimal increase in performance and attention must be paid to the airtightness of the construction, thermal (heat) bridges and appropriate windows. The performance approach, which measures the overall energy performance of a construction, rather than a prescriptive approach of only specifying insulation values is a more accurate way to ensure that a building performs as intended.

Energy Modeling

HOT2000 software can be used to estimate how much energy a home or a residential building up to 21 units will use and to help fine tune the plans.

http://canmetenergy-canmetenergie.nrcan-rncan.gc.ca/eng/software_tools/hot2000.html

For commercial and institutional buildings, EE4 software available from Natural Resources Canada or other similar modeling software can predict the energy usage of a building and help optimize the design.

Thermal Mass

Thermal mass is a measure of a material's capacity to absorb heating or cooling energy. It can be used to store heat energy and then release the energy gradually, thereby moderating indoor temperature fluctuations. Materials such as concrete or bricks are highly dense and require a lot of energy to be heated or cooled. Mass situated on the south side of a building is most efficient for heating but should be shaded from the sun in the summer to avoid overheating. Generally thermal mass should be located on the ground floor, on the inside of a building, exposed to the indoor environment.

Interior Layout

Consider the locations of the most frequently used rooms, the lighting needs for each room and the external shading situation so that the interior layout responds to the building's orientation and takes full advantage of the natural conditions available on the site.

Solar Shading

Appropriate use of shading can prevent too much heat from entering a building by shading the glass from direct sunlight. Overhangs, louvres and sunshades can all regulate solar access effectively if designed properly. Interior blinds can reduce glare but are ineffective at blocking solar heat gain as the heat is already inside the building envelope.

Natural Light

Good daylighting eliminates the need for artificial lighting, reducing energy consumption for this purpose. Consider the primary function of each room and the type of light it requires, when each room will be occupied, and what is the most appropriate style and placement for windows.

Natural Ventilation

Natural ventilation strategies use naturally occurring air flow patterns around and in a building to introduce outdoor air into the space. Using passive strategies for ventilation can leverage natural climatic conditions to provide occupant control over thermal comfort for little or no extra cost.

Heat Recovery Ventilator

Passive design encourages a tight building envelope. An HRV ensures a continuous supply of fresh air to the interior and also provides filtration of the air. Ventilation which makes use of an HRV is more efficient, as the system reclaims waste heat from exhaust airflows.

Real-time Energy Display

Whole house energy monitors or in-home displays (IHDs) provide information about exactly how much electricity is being consumed in real time. The monitor enables occupants to take action before they are hit with a big electricity bill. Studies have shown that instantaneous feedback can reduce energy consumption by up to 20%.

Resource

Energy Monitoring Systems Canada www.energymonitoring.ca

Blue Line Innovations <http://www.bluelineinnovations.com/>

The Energy Detective <http://www.theenergydetective.com/>

The PowerTab In-Home Display <http://www.energy-aware.com/our-products/ihd/>

1.2 Efficient Systems

If the building is designed to naturally condition its internal space through passive design strategies, the building will have a smaller heating or cooling load thereby reducing its need for and the size of active heating or cooling systems to maintain occupant's thermal comfort. The next step is to ensure that the selected systems are highly efficient.

Efficient Space Heating or HVAC System /Efficient Water Heating System

An experienced professional engineer or other qualified professional can help make the appropriate choice on the type and size of the main space and water heating systems according to the building's calculated heating and/or cooling demand. Make sure to choose a high efficiency model of the selected systems when possible.

*Resource**

Natural Resources Canada Office of Energy Efficiency Energy Star products

<http://oee.nrcan.gc.ca/residential/business/manufacturers/qualified-products.cfm?attr=12>

LiveSmart BC Energy Efficiency Grants for Homeowners

<http://www.citygreen.ca/home-energy-efficiency-grants>

BC Hydro Whole Home Efficiency

http://www.bchydro.com/buyersguide/Whole_Home_Efficiency.html

Heat Pump

A heat pump is an electrical device that extracts heat from one place (earth, outdoor air or water) and transfers it to another (indoor air or water). The heat pump cycle is fully reversible, meaning that it is capable of providing both heating and cooling. The coefficient of performance (COP) of heat pumps is generally greater than 2. This means that for every unit of energy needed to run the heat pump, it generates at least 2 units of energy.

Definition

The coefficient of performance (COP) is a measure of a heat pump's efficiency. It is determined by dividing the energy outputs of the heat pump by the electrical energy needed to run the heat pump, at a specific temperature. The higher the COP, the more efficient the heat pump.

Resource

Natural Resources Canada: *Heating and Cooling with a Heat Pump*

<http://oee.nrcan.gc.ca/publications/infosource/pub/home/heating-heat-pump/booklet.pdf>

* The list of companies is for information only and is not intended as an endorsement by the RDN.

Appliances

Products that display the ENERGY STAR symbol have been tested according to prescribed procedures and have been found to meet or exceed high energy efficiency levels without compromising performance. Choose Energy Star products can help reduce overall household energy consumption.

Resource

Natural Resources Canada Office of Energy Efficiency Energy Star products
<http://oee.nrcan.gc.ca/residential/business/manufacturers/qualified-products.cfm?attr=12>

Lighting

Energy Star qualified lighting fixtures and bulbs consume two thirds or less than conventional fixtures and bulbs. The 30 light fixtures in the average Canadian home consume close to \$200 worth of electricity every year.

Resource

Natural Resources Canada Office of Energy Efficiency Energy Star Qualified Lighting Products
<http://www.oee.nrcan.gc.ca/residential/personal/lighting/energystar-cfls.cfm?attr=4>

1.3 Alternative Sources

Solar Hot Water

Solar hot water system harnesses solar thermal energy to heat water. Once installed, the system will take advantage of the 'free' solar energy to supplement up to 60% of the water heating energy needs for a typical family of four. Speak to a couple of SolarBC registered installers in your area for an initial assessment.

Resource

SolarBC <http://www.solarbc.ca/install/households>

Other renewable energy systems

Renewable energy systems tap into the clean and sustainable sources of energy, emit no or near zero greenhouse gases and provide long term energy independence and security. They are more likely to be feasible in places where renewable energy sources such as wind, solar, river or ocean are abundant on site or easily accessible. They are sometimes necessary in remote areas not serviced by energy utilities. Speak to qualified professionals to find out if any renewable energy system would be a suitable choice for your project.

Resource

BC Sustainable Energy Association www.bcsea.org
Canadian Solar Industries Association www.cansia.ca

1.4 EnerGuide Rating

An EnerGuide rating provides a standard measurement of a home's energy efficiency, on a scale from 0 to 100. EnerGuide ratings are calculated by a Certified Energy Advisor using information collected from the analysis of building plans and the results of a blower door test performed after the house has been built.

Resource

Natural Resources Canada
<http://oee.nrcan.gc.ca/residential/personal/new-homes/upgrade-packages/rating.cfm?attr=4>

2 Water

2.1 Water Uses

Water is a precious and vulnerable resource in our region. Only use water for essential needs. This will help ensure that there is enough water to replenish aquifer and for your neighbours and members in your community to meet their essential needs.

2.2 High Efficiency Water Fixtures

Installing high efficiency water fixtures is the easiest way to save water. Read the product literature carefully and choose the high efficiency models.

Water Factor is the number of gallons per cycle per cubic foot or litres per cycle per litre that the clothes washer uses. The lower the water factor, the more efficient the washer is. If a clothes washer uses 30 gallons per cycle and has a tub volume of 3.0 cubic feet, then the water factor is 10.0.

A waterless composting toilet is permitted but a septic system must still be installed to handle wastewater, grease and food debris from kitchen sinks, and to meet regulatory requirements.

Resource

The Canadian Water and Wastewater Association tests toilets yearly. For a condensed view of the report and other helpful information, visit the Regional District of Durham Ontario's website at:

www.region.durham.on.ca/toilettest

Team WaterSmart

www.teamwatersmart.ca

Natural Resources Canada Office of Energy Efficiency

Energy Star products

<http://oee.nrcan.gc.ca/residential/business/manufacturers/qualified-products.cfm?attr=12>

BC Hydro Whole Home Efficiency

http://www.bchydro.com/buyersguide/Whole_Home_Efficiency.html

2.3 Landscaping

Xeriscape refers to landscaping in ways that reduce or eliminate the need for supplemental water from irrigation. This is usually done through the proper selection of native or drought tolerant plants. Watering is often needed to establish plants in the first one to two years. The provision of hose bib that enables hand watering is acceptable as its use of water is significantly less than a purpose-built irrigation system.

Resource

BC Landscape and Nursery Association www.bclna.com

Certified Horticultural Technicians are qualified to supervise landscape construction, and often offer landscape design-build services for single family homes.

BC Society of Landscape Architects www.bcsla.org

Landscape Architects are qualified in design and construction supervision of all landscape installations, but should also have qualifications as an IIABC Certified Irrigation Designer if their scope is irrigation design/supervision.

2.4 Irrigation Systems for Landscaping

Our average water consumption per household is about 540 litres per day in winter and rises to 1,346 litres per day in summer. Almost all of the increase is for outdoor watering of landscapes. It is estimated that as much as 50% of outdoor water use is over and above that necessary to meet the objective of an attractive household yard. Up to 65% of water used to irrigate our lawns and gardens is lost to inefficient watering practices which result in runoff, evaporation, or leaks.

Smart controllers use sensors and weather information to manage watering times and frequency. As environmental conditions vary, the controller increases or decreases irrigation.

Resource

To ensure that your irrigation system is designed and constructed properly, engage a qualified professional. Certified Irrigation Designer from the IIABC is a key qualification for irrigation design. They and other professionals accredited as Certified Irrigation Technician II are qualified to supervise irrigation construction.

Irrigation Industry Association of BC (IIABC) www.irrigationbc.com

Team WaterSmart www.teamwatersmart.ca

2.2 **Alternative Sources**

Seeking alternative sources to supplement potable water use, after doing everything you can to reduce demand, is taking one step further towards net-zero water use. Graywater and rainwater can be viable water sources, but depending on the use, may require appropriate collection and treatment measures.

Make sure to engage qualified professionals when investigating these options for your project. Inform your building inspector of your intention to use alternative sources to ensure that the proposed solution will meet regulatory requirements.

Graywater Reuse

Graywater refers to discharges from laundry facilities, showers, baths, and bathroom sinks. It does NOT include discharge from toilets or kitchen sinks.

*Resource**

iDUS Home Conservump <http://www.iduscontrols.com/products/home-conservump/>

Brac Systems <http://www.bracsystems.com/products.php>

Rainwater Collection

Harvested or recovered rainwater refers to storm water collected from external surfaces of buildings or other hard-surfaces areas not exposed to vehicular or pedestrian traffic.

*Resource**

The Rainwater Connection <http://www.rainwaterconnection.com/>

Ties with Nature Ponds and Gardens www.tieswithnature.ca

Water Tiger www.watertiger.net

* The list of companies is for information only and is not intended as an endorsement by the RDN.

3 Health

3.1 Interior Paints / 3.2 Interior Adhesives and Sealants

Exposure to Volatile Organic Compounds (VOC) can trigger asthma attacks, eye irritation and respiratory problems, nausea and dizziness among other symptoms.

Look for paints that meet the following VOC limit (in g/L):

- Flat Topcoat 50
- Float Topcoat with colorant added at the point-of-sale 100
- Non-flat Topcoat 100
- Non-flat Topcoat with colorant added at the point-of-sale 150
- Primer or Undercoat 100

Look for adhesives and sealants with VOC content of less than 150 g/L.

Green Seal GS-11 Environmental Standard for Paints and Coatings www.greenseal.org

3.3 Composite Wood or Agrifiber Products

Formaldehyde can cause watery eyes, burning sensations in the eyes and throat, nausea, fatigue, skin rash, wheezing and coughing, and difficulty in breathing. High concentrations may trigger asthma attacks.

4 Materials

4.1 Local Materials

Local materials here refer to materials harvested and processed on Vancouver Island, including site-cut timber. Use of local materials reduces the environmental impacts, especially the greenhouse gas emissions resulting from transportation.

4.2 Low Embodied Energy Materials

In this checklist, a material's embodied energy refers to the non-renewable energy consumed in the acquisition of raw materials, their processing, manufacturing, transportation to site and construction. Wood, clay, straw bale, stone are examples of low embodied energy materials.

All materials have energy consumption associated with their production. Those with low embodied energy consume significantly less non-renewable energy such as fossil fuel in their making, resulting in less greenhouse gas emission.

4.3 Materials with Recycled Content

Recycled content of a product is from materials that would otherwise have been discarded. There are two kinds of recycled content: post-consumer and pre-consumer. Post-consumer content is a material that has served its intended use and instead of being disposed of it is being reused in a different product. Pre-consumer content (which is sometimes referred to as post-industrial) is scrap that is generated during the manufacturing process and recycled back into products.

Drywall, concrete, metal components can often contain high recycled content. Look for recycled content information in product literature.

4.4 Reused Materials

Salvaged or reused materials can be sourced through demolition and salvage companies or outlets such as Demxx Deconstruction in Coombs and Habitat For Humanity Restores on the Island. Builders, contractors or building suppliers could also be helpful in sourcing salvaged materials.

4.5 **Rapidly Renewable Materials**

Rapidly renewable materials are natural, non-petroleum-based building materials that have harvest cycles under 10 years such as bamboo, cork, straw, natural linoleum products, wool, wheat board, strawboard, etc. Because of their shorter growing cycles, these materials often require significantly less land to produce the same amount of product. The use of rapidly renewable materials provides the opportunity to displace raw materials that have greater environmental impacts.

4.6 **Forest Stewardship Certified (FSC) wood**

Forest Stewardship Council (FSC) is an international, non-profit organization that supports environmentally appropriate, socially beneficial, and economically viable management of the world's forests. FSC certification is a forest certification and labeling system for paper and wood products that come from responsibly managed forests, and verified recycled sources.

4.7 **Construction Waste Management**

Diverting construction, demolition and land clearing debris from landfill disposal can help prolong the use of existing landfill. Gypsum drywall, wood waste, recyclable cardboard, papers, metal, are prohibited for disposal in the landfill. See Bylaw 1531.02 Schedule 'C' for a complete list of Prohibited Waste (go to www.rdn.bc.ca and then find Solid Waste section)

Resource

List of disposal alternatives in the RDN <http://www.rdn.bc.ca/cms.asp?wplD=1505>
RDN Solid Waste Recycling Directory <http://www.rdn.bc.ca/cms.asp?wplD=412>

5 **Additional Merits**

5.1 **Fire Hazard**

If the proposed project is located in an area rated with extreme or high risk of Wildland Urban Interface (WUI) fire on the FireSmart Hazard Rating, there are FireSmart building design and construction strategies that could reduce fire dangers.

Resource

BC Forests and Range Wildfire Management Branch
<http://bcwildfire.ca/Prevention/FireSmart.htm>

5.2 **Vegetated roof**

Vegetated roof (or green roof) technologies are systems engineered to provide multiple benefits such as protecting roof membrane, providing wildlife habitats, managing stormwater runoff, creating aesthetically pleasing rooftop. A green roof system is an extension of a functional roof.

Contact the authorized home warranty insurance companies listed on the Homeowner Protection Office's website (www.hpo.bc.ca) and ask if and what kind of vegetated roof system(s) they would approve.

Resource

BCIT's Centre for Architectural Ecology website: <http://commons.bcit.ca/greenroof/>
Green Roofs for Healthy Cities www.greenroofs.org

5.3 **Social Significance**

Projects sometimes have real potential to make a social impact and to enhance the sense of place and community. These additional benefits can be realized through various means such as creating a community garden space, incorporating public art, or adding a feature where appropriate that could also benefit your neighbours or community,.

5.4 **Education Potential**

Sustainable development projects often present valuable opportunities to raise awareness among the public and demonstrate sound design and advanced technologies. There are many ways to realize education potential of a project: pictures and a project description can be used to showcase the project, a case study can be developed to share the success and lessons learned, a tour can be organized, signage can be put up to explain sustainability practices and features, etc. Consider the best way to demonstrate the 'green' aspect of the project.

REGIONAL DISTRICT OF NANAIMO

P O L I C Y

SUBJECT: <i>RDN Sustainable Development Checklist</i>	POLICY NO: B1.14
	CROSS REF.:
EFFECTIVE DATE:	APPROVED BY: Board
REVISION DATE:	PAGE: 1 of 12

PURPOSE:

To establish the process, guidelines, and criteria for the RDN Sustainable Development Checklist.

POLICY:

1. Purpose of the Sustainable Development Checklist

The purpose of the Sustainable Development Checklist (Checklist) is to encourage and accelerate sustainable development in the Regional District of Nanaimo (RDN). It is hoped that applicants will take concrete steps to implement the sustainable development practices described in the Checklist, wherever appropriate. The Checklist could be used to facilitate incentive programs to motivate applicants to achieve higher level of performance. The Checklist will also allow staff working with the applicants to encourage a greater incorporation of sustainable design principles into the project.

It is important to note that the questions in the Checklist are designed to encourage applicants to pursue sustainability measures that are above and beyond minimum regulatory requirements, wherever appropriate. The Checklist is not designed to be used to evaluate the appropriateness of the land use for the property; the compliance of the land use to the applicable Official Community Plan and the Regional Growth Strategy; whether the proposed development complies with the applicable development permit area guidelines; or, to enforce building bylaws. Evaluation of this nature forms part of the standard planning review and building inspection processes.

2. Process

Sustainable Development Checklist should be included in development permit, development variance permit, temporary use permit, Board of Variance and building permit applications.

- a) **Complete the Checklist** – Applicants will read and answer each question in the Checklist with a “Yes”, “No” or “Not Applicable” answer. Early consultation with the RDN staff is available upon request.
- b) **Submit Application** – Applicants will submit the completed Sustainable Development Checklist along with development permit or building permit application.
- c) **Evaluation and Consultation** - Staff will review the Checklist and determine if the applicants are qualified for any incentives and may consult with applicants to discuss ways to achieve higher level of performance.

- d) **Request for Supporting Information and Materials** – Staff may request additional supporting information and materials to verify the claims made in the Checklist before awarding the incentives.

3. *Fees*

There shall be no fees associated with this service.

4. *RDN Sustainable Development Checklist*

Please see the following pages to review the Sustainable Development Checklist guidelines and criteria.



RDN REPORT	
CAO APPROVAL <i>AW</i>	
EAP	
COW	
MAR 10 2011	
RHD	
BOARD	
<i>Sustainability - Mar 16 '11</i>	

MEMORANDUM

TO: Paul Thorkelsson
General Manager, Development Services

DATE: March 9, 2011

FROM: Chris Midgley
Manager, Energy and Sustainability

FILE: 6780-50

SUBJECT: 2011 Green Building Incentive Programs

PURPOSE

The purpose of this report is to outline a proposed pilot Green Building Incentive Program to encourage more green buildings and renewable energy systems in the Region’s Electoral Areas.

BACKGROUND

In 2010, the Regional District of Nanaimo (RDN) completed the green building research report entitled “*Overcoming Barriers to Green Building*”. The report highlighted numerous market and regulatory barriers that impede the widespread development of green buildings in the Regional District of Nanaimo, and included various recommendations for the RDN to consider to overcome these barriers.

Many market barriers orient around the interrelated impediments of high first cost, a lack of industry capacity, and a low level of consumer demand. Compounding these market barriers are RDN regulatory processes that are intended to encourage best practices, and demand additional effort on the part of applicants, but ultimately do not reward good practice. The prime example of this is the current Sustainable Builder’s Checklist, which is required of all applicants, but requests information that is often irrelevant, and once completed does not contribute to the application process.

To overcome barriers, the report includes the recommendation to “initiate a green building incentive program...by providing building permit fee rebates for green building performance, and/or providing another pool of incentive funds.” Similarly the report recommends revising the Sustainable Builders Checklist to “reference performance based green building strategies and the Green Building Incentive Program”.

Subsequent to the completion of the “*Overcoming Barriers*” report, the Board supported staff’s update to the Green Building Action Plan. Item 6(b) of the 2010 Green Building Action Plan is:

6. Reduce Regulatory Barriers and Provide Incentives for Green Buildings

- b) The RDN will take an incremental approach to developing a green building incentive program to encourage the construction of new green buildings and the renovation of existing buildings to a green building standard. Incentives could include free green building consultations with staff for development permit applicants, expedited permitting to “fast-track” green buildings, adjusted fees and charges that create financial incentives to develop green buildings, and density bonuses for green building developments.

Also in 2010, the RDN completed two reports exploring emissions and emission reduction measures in the Region's Electoral Areas. The *Reduction Measures* report shows that one way to achieve the targeted reduction of 33% below 2007 levels by 2020 involves half of all households in the region supplying their energy for space-heating from renewable, carbon-neutral sources. Financial incentives, according to the report, can induce up to a 50% participation rate in a targeted activity, depending on the incentive amount, the availability of funds, and the duration of the program.

Finally, as the Building Inspection service was expanded to serve all areas in the RDN, the connection between building inspection, sustainability and green building was presented, with the suggestion that the RDN would consider developing a green building incentive program for the Electoral Areas. The opportunity presented through the Building Inspection Service is to enable a fair, region-wide allocation of green building incentives, tailored to the needs of rural residents.

For these various reasons, staff are recommending the introduction of a \$30,000 green building incentive pilot program in the 2011 budget to strengthen the usefulness of a revised checklist, and to assist residents upgrade to renewable household energy systems. The intent is for the program to begin effective April 1, 2011, as Building Inspection is fully implemented region wide.

The proposed incentive program is structured along two parallel paths with the \$30,000 budget divided equally between the two:

1. A Checklist based incentive program (\$15,000); and
2. An Action Specific incentive program (\$15,000).

Checklist Program

Details about the checklist are described in a separate report. In concept, the program has similarities to other checklist-based green building systems such as LEED. For this program, applicants who complete the checklist would be eligible to receive financial incentives depending on their score (see Table 1).

Table 1: Checklist Incentives by Score

Score	Level of Achievement	Incentive Amount
60-74	Level 1	\$500
75-89	Level 2	\$750
90+	Level 3	\$1,000

Note that disbursement of the incentive must occur only once the claims made in the checklist are verified through a review of the site plan, provision of photos, receipts and/or other supporting materials as necessary, or the Building Inspection process. Additionally, direct financial incentives can only be provided to residents and owner-builders. In the future, staff will examine approaches that could encourage best practices among commercial and institutional developers.

The importance of attaching a financial incentive to checklist score is to provide a way to motivate and reward applicants who achieve high levels of performance in their projects. This is considered an essential mechanism to encourage participation, and most effectively accelerate more green building in the Region.

Action Specific Incentives

The Action Specific Incentive Program applies \$15,000 toward rebates that assist owners of existing homes upgrade energy systems, build structural components with graded site-cut timber, or conduct home energy assessments that result in a home EnerGuide rating. Table 2 below lays out the Action Specific Incentives for Electoral Area residents for 2011. These can change year over year as the incentive program evolves, and as priorities across the region shift.

Table 2: Action Specific Incentives

Action	Incentive Amount	Eligibility
Woodstove Exchange	\$250.00	Participants replace an existing wood burning appliance that does not conform to the CSA B415.1 Standard with an EPA certified wood burning-, pellet -or gas stove or insert. Participants must show proof of disposal of the original wood burning appliance, as well as proof of purchase of a qualifying new appliance in order to be eligible for the rebate.
Graded Site-Cut Timber Incentive	\$250.00	To encourage grading of site-cut timber for structural use in renovations and new construction, this rebate will be provided to homeowners upon provision of a letter written by a certified grader or grading agency confirming the suitability of site-cut timber for structural use.
Solar Hot Water System Installation	\$250.00	To assist with the purchase of domestic solar hot water systems, the RDN will provide a \$250.00 rebate upon system inspection, or sign-off by an appropriately qualified professional.
Home Energy Assessment	\$60.00	Any homeowner will receive \$60.00 for completing a home energy assessment that results in an EnerGuide Rating for that home, regardless of actual rating. Proof of assessment in the form of a home energy assessment report completed by a certified energy advisor, along with a receipt for the assessment is required.

The total pool for these action specific incentives is set at \$15,000 for 2011. Incentives will be disbursed on a first come, first serve basis. This allows staff to gauge which programs are most popular among the public.

ALTERNATIVES

1. That the proposed Green Building Incentive Program be approved.
2. That the proposed Green Building Incentive Program not be approved, and alternate direction be given to staff.

FINANCIAL IMPLICATIONS

In the annual budget for 2011, currently pending approval, \$30,000 from a surplus generated through the Building Inspection service has been transferred to a reserve fund to implement the Green Building Incentive Program.

For staff resources, the Sustainability Coordinator will dedicate the time necessary to administer the program, and to coordinate with other departments to receive applications, monitor progress and disburse funds. It is anticipated that the Green Building Incentive Program will occupy a significant portion of the Sustainability Coordinator's time over the summer and fall of 2011, or until all incentive funds are allocated.

DEVELOPMENT IMPLICATIONS

Financial incentives are widely recognized as an instrumental tool in encouraging home owners and builders to include green building features and technologies in development projects. This has been borne out in provincial and federal incentive programs, as well as green building programs in local government jurisdictions. Local rebate programs, including the City of Nanaimo Wood Stove exchange and the RDN Toilet Rebate have also been successful in catalyzing action in the public. For this reason, it is anticipated that dedicating resources to encourage high performance homes, renewable home energy systems, the use of site-cut timber, and home energy assessments will result in more green building, local materials, and renewable energy in homes built in the RDN, and greater awareness of green building among the public.

SUSTAINABILITY IMPLICATIONS

The Green Building Incentive Program advances each of the Strategic Priorities described in the Board Strategic Plan 2010-2012: Integrated Solutions for a Sustainable Future.

Climate and Energy: The program supports energy efficiency measures that reduce consumption as well as emissions in the community at large, and represents regional investment in clean and renewable energy supplies throughout the region.

Watershed Health: By rewarding Sustainable Site Design and Project Location in the Sustainable Development checklist, the incentive program establishes a coordinated approach between land-use planning and development and the health of the region's ecosystems and watersheds.

Economic Resilience: By assisting home owners invest in high performance homes, renewable energy systems and other green building features, the RDN is supporting the development of local expertise in green building and renewable energy technologies, materials and processes.

Monitoring and Adaptation: By administering a Green Building Incentive Program that includes a diversity of incentive types, the RDN will be able to gauge the level of public interest in different approaches to reducing emissions and improving home energy efficiency. This will enable an increasingly targeted approach as similar programs are considered in the future. In addition, the RDN will be able to monitor approximate emission reductions that are taking place as a result of the program.

SUMMARY

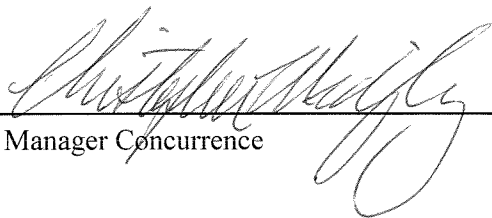
A Green Building Incentive Program comes highly recommended through the various research projects into green building and emissions reductions that the RDN has undertaken in recent years. Implementing

the program follows through on these recommendations, and fulfills a key component of the Green Building Action Plan.

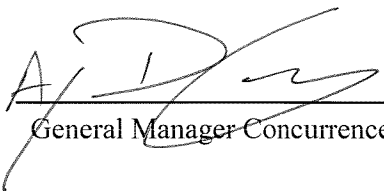
The proposed incentive program supports two distinct types of incentives equally: \$15,000 is allocated to support applicants who achieve high scores on the new Sustainable Development Checklist; and \$15,000 is allocated to action specific measures including upgrading old wood stoves, installing domestic solar hot water systems, grading site-cut timber for use in construction, and conducting home energy assessments. The program will be administered by the Sustainability Coordinator on a first come first serve basis. Residents will be notified when the program is fully subscribed.

RECOMMENDATION


That the proposed Green Building Incentive Program be approved.



Manager Concurrence



General Manager Concurrence



CAO Concurrence



CAO APPROVAL		AW
EAP		
COW		
MAR 14 2011		
RHD		
BOARD	✓	Mar 22 '11

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: March 12, 2011

FROM: N. Avery
General Manager, Finance & Information Services

SUBJECT: Fire Hydrant Use Agreement – Private Water Utility

PURPOSE:

To obtain approval to execute an agreement to use fire hydrants owned and operated by a private water utility.

BACKGROUND:

It has come to staff's attention that there are two private water utilities with fire hydrants operating within the boundaries of the Nanoose Bay Fire Protection Service Area. The Rumping Road Water (2004) Society and the Bell Oak Estates Water Society operate under permits issued by the provincial Water Comptroller's Office and have a total of three private fire hydrants attached to their water systems.

We have been advised that it is prudent to have agreements with private water utilities for the use and maintenance of private fire hydrants. The attached agreement is based on a template developed and approved in 2010 with respect to hydrants operated by the Little Qualicum Village Estates Strata, located in the Meadowood area of Electoral Area F.

The Rumping Road Water (2004) Society has reviewed and approved the attached fire hydrant use agreement. The Bell Oak Estates agreement will follow in due course and will be in the same form.

The agreement includes the following points:

- 1) The initial term of the agreement is from March 1, 2011 to December 31, 2015 and will be renewed automatically for two further five year periods ending by December 31, 2025, unless terminated at an earlier date.
- 2) The Regional District may hook up and use the hydrants for practice and fire fighting with no charge for use or for water consumed.
- 3) The Regional District is relying on the Society that it can provide fire flows at its hydrants throughout the term.
- 4) The Society is entirely responsible for operations and maintenance of the hydrants and the water system.
- 5) The Society will maintain the hydrants to a similar standard as our own Water Services department – schedules are included in the agreement specifying the maintenance routines.
- 6) The Society will indemnify and save the Regional District harmless from any and all claims arising from the use of the hydrants in accordance with the agreement.

- 7) If the Regional District damages a fire hydrant it is responsible for repairs and/or replacement as necessary.

ALTERNATIVES:

1. Approve the agreement as presented and authorize staff to execute the agreement.
2. Provide other direction with respect to the agreement.

FINANCIAL IMPLICATIONS:

Alternative 1

There are no immediate financial implications with respect to the agreement. As noted, should the Regional District damage or destroy a fire hydrant it will be our responsibility to repair or replace it. Access to two hydrants on this water system improves the outcome of fires in the subdivision.

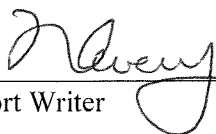
SUMMARY/CONCLUSIONS:

It has come to staff's attention that there are two private water utilities operating within the boundaries of the Nanoose Bay Fire Protection Service Area. The Rumming Road Water (2004) Society operates under the provincial Water Comptroller's Office and has two private fire hydrants on its system. Following the example of the Little Qualicum Village Estates Strata fire hydrant use agreement, a similar agreement has been provided to the Rumming Road Water (2004) Society. Staff have been advised that the Board of the Society is prepared to execute the agreement.

The agreement provides access to the fire hydrants for practice and firefighting at no charge to the Regional District. The agreement, unless terminated, would run with renewals from March 1, 2011 to December 31, 2025. The agreement includes standard indemnity and insurance provisions and requires the Society to maintain the hydrants to a similar standard as the Regional District does its own hydrants. Staff recommends approving the agreement as presented.

RECOMMENDATION:

That the Fire Hydrant Use Agreement between the Regional District of Nanaimo and the Rumming Road Water (2004) Society be approved and that staff be authorized to execute the agreement.



Report Writer



CAO Concurrence

FIRE HYDRANT USE AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2011

BETWEEN:

RUMMING ROAD WATER (2004) SOCIETY
8508 Rumming Road
Lantzville, B.C.
V0R 2H0

(hereinafter called the “Society”)

OF THE FIRST PART

AND:

THE REGIONAL DISTRICT OF NANAIMO
6300 Hammond Bay Road
Nanaimo, BC
V9T 6N2

(hereinafter called the “Regional District”)

OF THE SECOND PART

WHEREAS:

- A. The District is authorized by its Bylaw No. 991 and subsequent amendments to provide fire protection services to the Nanoose Bay Fire Protection Service area (the ‘Service Area’) within Electoral Areas ‘E’, ‘F’, and ‘G’;
- B. The Society owns and operates a private water utility with fire hydrants known as the Rumming Road (2004) Water Society (the “Water System”);
- C. The Society’s Water System operates under the authority of the Water Comptroller of British Columbia;
- D. The Regional District wishes to use and the Society has agreed to permit the use of its fire hydrants connected to the Water System for fire fighting purposes by the Regional District’s Nanoose Bay Fire Department (hereinafter called “NBFD”);
- E. NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the terms and in consideration of the mutual covenants and agreements hereinafter contained, it is agreed as follows:

1. TERM

- 1.1 The term of this agreement commences on March 1, 2011 and ends on December 31, 2015 (the "Term").
- 1.2 This agreement shall renew automatically for two further terms as follows, unless terminated earlier as provided herein:

January 1, 2016 to December 31, 2020
January 1, 2021 to December 31, 2025

2. ACCESS AND USE

- 2.1 The Regional District and/or the NBFD will have the right to:
- (a) inspect, flow test and check any or all hydrants;
 - (b) advise the Society of any deficiencies noted in the supply of water to a hydrant;
 - (c) operate hydrants and hook up hoses for the purposes of fire fighting and practice;
 - (d) draw water at no charge for fire fighting and for practice.

3. RESPONSIBILITIES OF THE SOCIETY

- 3.1 The Society is entirely responsible for the operation and maintenance of the Water System and fire hydrants and availability of water for firefighting purposes.
- 3.2 The Society acknowledges that the Regional District is relying on the representations of the Society that it can provide fire flows for the purposes of and throughout the term of this agreement.
- 3.3 The Society hereby grants to the Regional District's NBFD permission to use all fire hydrants connected to the Water System for the purposes of practicing or providing fire protection to all Lands and improvements within the Water System.
- 3.4 The Society will ensure that the Regional District's NBFD is notified in a timely manner of the identification number of hydrants as and when they are:
- i. damaged or out of service for whatever reason
 - ii. being repaired
 - iii. draining poorly
- and in all cases
- iv. when they are back in service
- 3.5 The Society will provide the Regional District within ONE (1) MONTH of the signing of this Agreement a copy of a drawing showing the location of all hydrants appropriately numbered,

water mains, storage and pumping facilities, and shall advise the Nbfd prior to the installation of new hydrants in order to provide the Nbfd the opportunity to comment on the locations.

- 3.6 The Society shall ensure that fire hydrants are serviced at least annually by competent personnel ensuring that at a minimum the items listed on Schedule 'A' to this Agreement are completed and shall provide a copy of the annual maintenance record to the Regional District contact as identified in this Agreement on or before January 15 of each year.
- 3.7 The Society and the Regional District agree to work cooperatively to determine fire hydrant upgrades which will assist the Nbfd to provide fire protection in the Society area. The cost of upgrades will be agreed upon between the Society and the Regional District.
- 3.8 Should a fire hydrant be damaged beyond use or be destroyed through no fault of the Regional District, the Society shall replace same as soon as possible. The cost to replace a fire hydrant will be the responsibility of the Society unless the damage is the result of the negligent use of the hydrant by the Nbfd.

4. RESPONSIBILITIES OF THE REGIONAL DISTRICT

- 4.1 The Nbfd shall use the fire hydrants in a professional, careful and prudent manner consistent with proper fire-fighting practices to avoid damage to the hydrants.
- 4.2 The Regional District shall be responsible for repairing or replacing damaged fire hydrants if the damage is a result of the negligent use of the fire hydrants by the Regional District's Nbfd.

5. INDEMNITY AND INSURANCE

- 5.1 The Society agrees to indemnify and save harmless the Regional District and the Nbfd, their officers, volunteers or employees from any and all actions, claims, suits or judgments (collectively "Liability") arising out of or in connection with the use of fire hydrants under this Agreement except to the extent that such Liability arises from the negligence of the Regional District or from a suspension or discontinuance of water supply beyond the control of the Society.
- 5.2 The Society shall on demand provide evidence that it maintains a current policy of commercial general liability in an amount of not less than \$5,000,000 with coverage for bodily injury, property damage and death, showing the Regional District of Nanaimo as an additional insured with respect to this Agreement.

6. AMENDMENT AND TERMINATION

- 6.1 This Agreement may be amended by written mutual agreement delivered in accordance with Section 6.3.
- 6.2 This Agreement may be terminated by the giving of 90 days written notice, by either party to the other.

6.3 Notices shall be addressed to:

To the Society

Rumming Road Water (2004) Society
8508 Rumming Rd.
Lantzville, B.C.
V0R 2H0

Attention: President

To the Regional District of Nanaimo

Regional District of Nanaimo
6300 Hammond Bay Rd.
Nanaimo, B.C.
V9T 6N2

Attention: General Manager, Finance & Information Services
Telephone 250-390-4111 Fax 250-390-4163

7. CONTINUING AGREEMENT

7.1 This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the parties have hereunto have set their hands as of the day and year first above written.

Rumming Road Water (2004) Society)
)
)
)

Chairperson)
)
)

Secretary)

REGIONAL DISTRICT OF NANAIMO)
)
)
)

Chairperson)
)
)

Sr. Mgr. Corporate Administration)

SCHEDULE 'A'

HYDRANT SERVICE PROGRAM Annual Inspection

1. Check for any obvious obstructions and brush out around hydrant within 1 meter residue if required. Report obstructions that cannot be removed to the Society.
2. Inspect condition of paint, power wash and re-paint as required.
3. Check, record and report any external structural damage to the Society.
4. Check and clear any obstruction or foreign material from hose ports.
5. Check for ease of operation; if difficult to operate record and report to the Society.
6. Check for leaks at ground level and at all gasket joints.
7. Listen for internal leakage
8. Flush hydrant and branch line with very low flow so as not to disturb main.
9. Check for drainage by suction at hose port.
10. Check that all ports are accessible and that the steamer port is facing the principle access route.
11. Report any deficiencies that require further repair to the society.

SCHEDULE 'A'

**HYDRANT SERVICE PROGRAM
Bi- annual Inspection**

1. Close the hydrant isolation valve and check the operation of the valve.
2. Record and report any repairs required.
3. Disassemble the hydrant to remove serviceable parts, check for worn or broken parts and leaks in the assembly or their component parts:
 - a. Head or "o" ring assembly
 - b. Independent cut-off assembly
 - c. Drain valve assembly
 - d. Main gate or main valve assembly
 - e. Hose nozzle assembly
4. Lubricate all external and internal working parts while reassembling the hydrant
5. Open hydrant isolation valve.
6. Operate the hydrant from fully open to fully closed with caps in place. Record pressure and number of turns required to open hydrant.
7. Flush hydrant with a low flow so as not to disturb the main.
8. Complete inspection report



CAO APPROVAL	
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BOARD	✓ Mar 20 '11

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: March 12, 2011

FROM: N. Avery
General Manager, Finance & Information Services

SUBJECT: Final adjustments to 2011 tax revenue value in financial plan

PURPOSE:

To provide a final update on adjustments to the 2011 year of the financial plan and adopt an amended 2011 to 2015 Financial Plan Bylaw No. 1631.

BACKGROUND:

On March 8th, the Regional District’s 2011 to 2015 Financial Plan Bylaw No. 1631 was introduced for first three readings. At that meeting the Regional Board approved an increase in the Regional Parks Parcel tax rate from \$10.00 to \$11.00. The adjusted revenue to be raised for 2011 totals \$35,997,347. Bylaw No. 1631 as amended is being introduced for adoption.

ALTERNATIVES:

1. Approve a 2011 budget with total tax revenues of \$35,997,347 as outlined above and approve Bylaw No. 1631 as amended.
2. Make further adjustments and adopt the financial plan as amended.

FINANCIAL IMPLICATIONS:

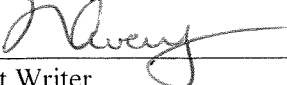
The financial implications of the changes noted above have been outlined in earlier staff reports and no new information has arisen since those reports were submitted. Staff recommends approving Bylaw No. 1631 as amended.

SUMMARY/CONCLUSIONS:

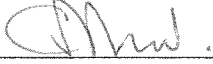
At its meeting held March 8th the Regional Board recommended increasing the Regional Parks parcel tax rate from \$10.00 to \$11.00 in 2011 and to \$12.00 in 2012. The 2011 to 2015 Financial Plan Bylaw No. 1631 introduced for first three readings on March 8th has been amended as recommended. The property tax revenues to be raised in 2011 total \$35,997,347. Staff recommends adopting Bylaw No. 1631 as amended.

RECOMMENDATION:

1. That "2011 to 2015 Financial Plan Bylaw No. 1631, 2011" as amended be adopted.



Report Writer



CAO Concurrency



Chairperson

Sr. Mgr., Corporate Administration

2011 to 2015 FINANCIAL PLAN SUMMARY

	2011 Proposed Budget	2012	2013	2014	2015
Operating Revenues	6.5%	6.3%	7.2%	5.0%	5.2%
Property taxes	(31,984,356)	(33,981,870)	(36,517,660)	(38,384,210)	(40,421,220)
Parcel taxes	(3,779,041)	(4,057,632)	(4,289,932)	(4,481,972)	(4,690,725)
Municipal agreements	(233,950)	(239,799)	(245,794)	(251,939)	(258,237)
	<u>(35,997,347)</u>	<u>(38,279,301)</u>	<u>(41,053,406)</u>	<u>(43,118,121)</u>	<u>(45,370,182)</u>
Operations	(2,016,773)	(2,010,316)	(2,043,057)	(2,086,394)	(2,131,388)
Interest income	(125,000)	(170,000)	(215,000)	(215,000)	(215,000)
Transit fares	(3,723,505)	(3,888,316)	(4,099,941)	(4,410,941)	(4,525,051)
Landfill tipping fees	(8,119,519)	(8,525,495)	(8,951,770)	(9,399,359)	(9,869,327)
Recreation fees	(428,610)	(437,182)	(445,926)	(457,074)	(468,160)
Recreation facility rentals	(534,930)	(545,628)	(556,541)	(567,672)	(578,484)
Recreation vending sales	(14,300)	(14,300)	(14,300)	(14,300)	(14,300)
Recreation concession	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)
Recreation - other	(340,270)	(347,075)	(354,017)	(361,097)	(368,319)
Utility user fees	(4,373,689)	(4,545,900)	(4,772,611)	(4,967,169)	(5,143,000)
Operating grants	(5,634,085)	(5,288,545)	(5,581,650)	(5,949,622)	(6,270,784)
Planning grants	(1,220,685)	0	0	0	0
Grants in lieu of taxes	(121,035)	(121,035)	(121,035)	(121,035)	(121,035)
Interdepartmental recoveries	(5,593,970)	(5,828,560)	(6,043,083)	(6,089,077)	(6,289,843)
Miscellaneous	(4,565,230)	(4,236,725)	(3,922,009)	(3,846,037)	(3,845,041)
Total Operating Revenues	<u>(72,813,448)</u>	<u>(74,291,198)</u>	<u>(78,228,429)</u>	<u>(81,658,297)</u>	<u>(85,266,686)</u>
Operating Expenditures					
Administration	3,535,223	3,529,666	3,539,219	3,548,868	3,558,614
Community grants	37,353	34,201	34,201	34,201	34,201
Legislative	374,215	339,209	339,209	380,059	342,577
Professional fees	2,902,290	1,573,581	1,573,581	1,573,581	1,571,640
Building Ops	2,526,148	2,404,384	2,432,677	2,453,125	2,473,898
Veh & Equip ops	7,072,987	6,846,443	7,222,465	7,603,428	7,876,546
Operating Costs	14,259,184	14,245,980	14,428,280	14,747,022	16,070,889
Program Costs	489,785	485,717	486,665	487,628	488,607
Wages & Benefits	23,695,217	25,067,779	26,342,783	27,539,155	28,858,743
Transfer to other govt/org	5,166,150	5,198,124	5,317,821	5,472,483	5,627,205
Contributions to reserve funds	5,373,825	5,848,067	7,231,257	6,686,154	6,563,457
Debt interest	3,925,895	-	-	-	-
Total Operating Expenditures	<u>69,358,272</u>	<u>65,573,151</u>	<u>68,948,158</u>	<u>70,525,704</u>	<u>73,466,377</u>
Operating (surplus)/deficit	<u>(3,455,176)</u>	<u>(8,718,047)</u>	<u>(9,280,271)</u>	<u>(11,132,593)</u>	<u>(11,800,309)</u>
Capital Asset Expenditures					
Capital Expenditures	33,340,310	41,433,024	34,229,530	32,678,790	8,864,690
Transfer from Reserves	(18,074,961)	(28,375,335)	(13,330,201)	(7,048,338)	(4,780,731)
Grants and Other	(578,429)	(820,983)	0	0	0
New Borrowing	(7,277,390)	(8,375,399)	(18,987,780)	(23,865,303)	(4,100,360)
Net Capital Assets funded from Operations	<u>7,048,000</u>	<u>3,861,307</u>	<u>1,911,549</u>	<u>1,765,149</u>	<u>(16,401)</u>
Capital Financing Charges					
Existing Debt (principal)	3,545,460	6,861,490	7,175,640	7,640,841	9,486,193
New Debt (principal + interest)		727,960	795,617	1,874,742	2,300,910
Total Capital Financing Charges	<u>3,545,460</u>	<u>7,589,450</u>	<u>7,971,257</u>	<u>9,515,583</u>	<u>11,787,103</u>
Net (surplus)/deficit for the year	<u>7,138,284</u>	<u>2,732,710</u>	<u>602,535</u>	<u>148,139</u>	<u>(29,607)</u>
Add: Prior year (surplus)/deficit	<u>(11,853,295)</u>	<u>(4,715,011)</u>	<u>(1,982,301)</u>	<u>(1,379,766)</u>	<u>(1,231,627)</u>
(Surplus) applied to future years	<u>(4,715,011)</u>	<u>(1,982,301)</u>	<u>(1,379,766)</u>	<u>(1,231,627)</u>	<u>(1,261,234)</u>



RDM REPORT	
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BOARD	<input checked="" type="checkbox"/> <i>Apr 22 '11</i>

MEMORANDUM

TO: Sean De Pol
Manager, Wastewater Services

DATE: March 7, 2011

FROM: Ellen Hausman
Wastewater Program Coordinator

FILE: 4520-20-76

SUBJECT: Bylaw No. 975.54 - Pump & Haul Bylaw Amendment to Include Lot 57, Section 78, Nanoose District, Plan 14275 (Electoral Area 'E').

PURPOSE

To recommend an amendment to the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" to include a property in the service area.

BACKGROUND

The pump and haul service was established to provide a solution for those properties unable to install on-site septic disposal systems. In order to be included in the Pump and Haul Local Service Area the following conditions must be met:

- the parcel must be greater than 700 m²;
- the parcel is for existing uses and the disposal system has failed, or the parcel is currently vacant and will only be used for the construction of a single family residence;
- the parcel cannot be further subdivided or stratified according to existing zoning or a restrictive covenant;
- a community sewer system is not available;
- a holding tank permit has been obtained pursuant to the Sewerage System Regulation;
- including the parcel will not facilitate development of any additional units on the property; and
- the development conforms to zoning bylaws.

A person wishing to incorporate a property into the Pump and Haul Service Area must first apply to the Regional District of Nanaimo to amend Pump and Haul Bylaw No. 975, and allow a Restrictive Covenant to be registered against the title of the land in question in accordance with section 219 of the Land Title Act.

The Restrictive Covenant requires the owners of the lot to (a) maintain a continuous contract with a pump out company and deposit a copy of the contract with the Regional District of Nanaimo; (b) connect to a community sewer system when it becomes available; and (c) prohibit subdivision or construct of any additional units on the property.

A request has been received to include the following property from Electoral Area E (see page 4) in the “Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995”:

Lot 57, Section 78, Nanoose District, Plan 14275

An application for a holding tank permit to service a single family dwelling has been accepted by Vancouver Island Health Authority; the property is greater than 700 m² in area; there is no community sewer system available; and the intent to build a single family dwelling on the property will conform to existing zoning bylaws.

A Restrictive Covenant has been prepared for the property requiring that the owner maintains a continuous contract with a pump out company and submits a copy of that contract to be held on file at the Regional District of Nanaimo; that the owners will connect to a community sewer system when it becomes available; and that the owners shall not subdivide or construct any additional units on the property.

ALTERNATIVES

1. Approve an amendment to the “Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995” to include Lot 57, Section 78, Nanoose District, Plan 14275 (Electoral Area ‘E’)
2. Do not approve the amendment.

FINANCIAL IMPLICATIONS

There are no financial implications. The pump and haul program is a user pay service, in which the participant pays an application fee and an annual user fee.

SUSTAINABILITY IMPLICATIONS

Wastewater from this property will be discharged into a holding tank, then pumped and hauled to one of the Pollution Control Centres. In general, on-site treatment is a more sustainable alternative as it requires less trucking of waste and, therefore, reduced greenhouse gas emissions within the District. However, this property does meet the current requirements to be included in the Pump and Haul Service Area.

SUMMARY/CONCLUSIONS

A request has been received to include Lot 57, Section 78 into the Pump and Haul Local Service Area. The application meets all requirements for inclusion into the Service Area, specifically the parcel size are greater than 700 m²; a community sewer system is not available; a holding tank permit application has been approved by Vancouver Island Health Authority; and the intent to build a single family dwelling on the property will conform to existing zoning bylaws.

A Restrictive Covenant has been prepared for the property requiring that the owner maintains a continuous contract with a pump out company and submits a copy of that contract to be held on file at the Regional District of Nanaimo; that the owners will connect to a community sewer system when it becomes available; and that the owners shall not subdivide or construct any additional units on the property.

Wastewater Services staff are recommending that the Board approve an amendment to the “Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995”, to include Lot 57, Section 78, Nanoose District, Plan 14275 (Electoral Area ‘E’).

RECOMMENDATIONS

1. That the boundaries of the “Regional District of Nanaimo Pump and Haul Local Service Establishment Bylaw No. 975, 1995” be amended to include Lot 57, Section 78, Nanoose District, Plan 14275 (Electoral Area ‘E’).
2. That the “Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.54, 2011” be introduced and read three times.



Report Writer



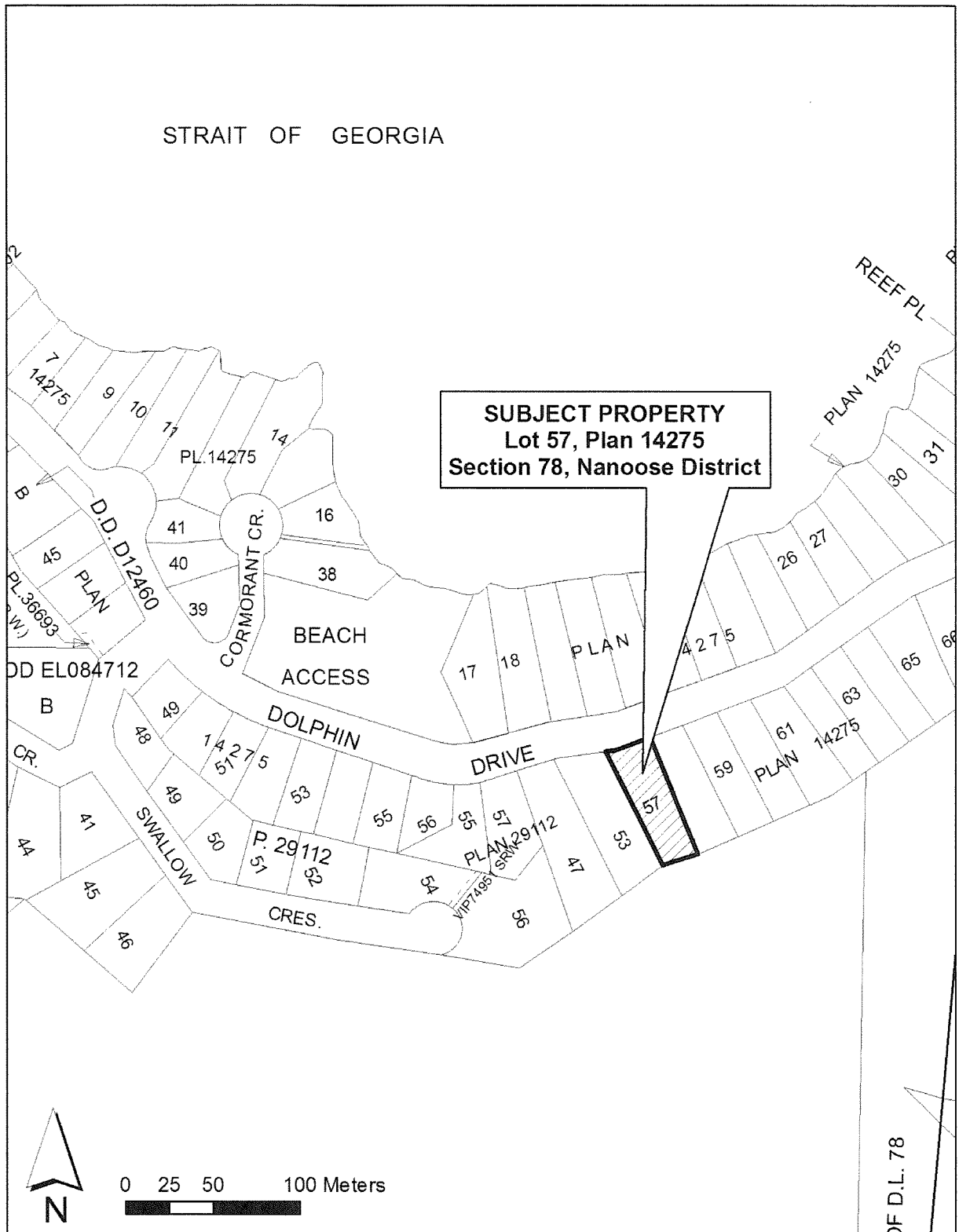
Manager Concurrency



General Manager Concurrency



CAO Concurrency



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 975.54

**A BYLAW TO AMEND THE BOUNDARIES OF THE
PUMP & HAUL LOCAL SERVICE**

WHEREAS the Regional District of Nanaimo established a *Pump and Haul Service* pursuant to Bylaw No. 975, cited as “Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995”;

AND WHEREAS the Board of the Regional District of Nanaimo has been petitioned by the property owner to expand the boundaries of the service area to include the land legally described as:

Lot 57, Section 78, Plan 14275, Nanoose District

AND WHEREAS at least 2/3 of the service participants have consented to the adoption of this bylaw in accordance with section 802 of the *Local Government Act*;

NOW THEREFORE the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. Amendment

“Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995” is amended by deleting Schedule ‘A’ and replacing it with the Schedule ‘A’ attached to this bylaw.

2. Citation

This bylaw may be cited for all purposes as “Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.54, 2011”.

Introduced and read three times this 22nd day of March, 2011.

Adopted this ___th day of, _____2011.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

Chairperson

Sr. Mgr., Corporate Administration

BYLAW NO. 975.54

SCHEDULE 'A'

Electoral Area 'B'

1. Lot 108, Section 31, Plan 17658, Nanaimo Land District.
2. Lot 6, Section 18, Plan 17698, Nanaimo Land District.
3. Lot 73, Section 31, Plan 17658, Nanaimo Land District.
4. Lot 24, Section 5, Plan 19972, Nanaimo Land District.
5. Lot 26, Section 12, Plan 23619, Nanaimo Land District.
6. Lot 185, Section 31, Plan 17658, Nanaimo Land District.
7. Lot A, Section 31, Plan VIP84225, Gabriola Island, Nanaimo District
8. Lot 120, Section 31, Plan 17658, Nanaimo Land District.
9. Lot 7, Section 18, Plan 17698, Nanaimo Land District.
10. Lot 108, Section 12, Plan 23435, Nanaimo Land District.
11. Lot 75, Section 13, Plan 21531, Nanaimo Land District.
12. Lot 85, Section 18, Plan 21586, Nanaimo Land District.
13. Lot 14, Section 21, Plan 5958, Nanaimo Land District.
14. Lot 108, Section 13, Plan 21531, Nanaimo Land District.

15. Lot 84, Sections 12 & 13, Plan 21531, Nanaimo Land District.
16. Lot 72, Section 13, Plan 21531, Nanaimo Land District.

Electoral Area 'C' (Defined portion)

Electoral Area 'E'

1. Lot 1, District Lot 72, Plan 17681, Nanoose Land District.
2. Lot 17, District Lot 78, Plan 14212, Nanoose Land District.
3. Lot 32, District Lot 68, Plan 26680, Nanoose Land District.
4. Lot 13, Block E, District Lot 38, Plan 13054, Nanoose Land District.
5. Lot 13, District Lot 78, Plan 25828, Nanoose Land District.
6. Lot 58, District Lot 78, Plan 14275, Nanoose Land District.
7. Lot 28, District Lot 78, Plan 15983, Nanoose Land District.
8. Lot 23, District Lot 78, Plan 14212, Nanoose Land District.
9. Lot 23, District Lot 78, Plan 28595, Nanoose Land District.
10. Lot 53, District Lot 78, Plan 14275, Nanoose Land District.
11. Lot 12, District Lot 8, Plan 20762, Nanoose Land District.
12. Lot 57, Section 78, Plan 14275, Nanoose District

Electoral Area 'F'

1. Lot 2, District Lot 74, Plan 36425, Cameron Land District.
2. Lot A, Salvation Army Lots, Plan 1115, Except part in Plan 734 RW, Nanoose Land District.
3. Strata Lot 179, Block 526, Strata Plan VIS4673, Cameron Land District.
4. Strata Lot 180, Block 526, Strata Plan VIS4673, Cameron Land District.
5. Strata Lot 181, Block 526, Strata Plan VIS4673, Cameron Land District.
6. Strata Lot 182, Block 526, Strata Plan VIS4673, Cameron Land District.
7. Strata Lot 183, Block 526, Strata Plan VIS4673, Cameron Land District.

Electoral Area 'G'

1. Lot 28, District Lot 28, Plan 26472, Nanoose Land District.
2. Lot 1, District Lot 80, Plan 49865, Newcastle Land District.

Electoral Area 'H'

1. Lot 22, District Lot 16, Plan 13312, Newcastle Land District.
2. Lot 29, District Lot 81, Plan 27238, Newcastle Land District.
3. Lot 46, District Lot 81, Plan 27238, Newcastle Land District.
4. Lot 9, District Lot 28, Plan 24584, Newcastle Land District.
5. Lot 41, District Lot 81, Plan 27238, Newcastle Land District.
6. Lot 20, District Lot 16, Plan 13312, Newcastle Land District.
7. Lot 1, District Lot 40, Plan 16121, Newcastle District.
8. Lot 27, Plan 16121, District Lot 40, Newcastle Land District.

City of Nanaimo

1. Lot 43, Section 8, Plan 24916, Wellington Land District.

District of Lantzville

1. Lot 24, District Lot 44, Plan 27557, Wellington Land District.
2. Lot A, District Lot 27G, Plan 29942, Wellington Land District.
3. Lot 1, District Lot 85, Plan 15245, Wellington Land District.



CAO APPROVAL <i>(DW)</i>	
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MAR 10 2011	
RHD	
BOARD	<input checked="" type="checkbox"/> <i>Mar 22 '11</i>

MEMORANDUM

TO: Dennis Trudeau
General Manager, Transportation and Solid Waste

DATE: March 9, 2011

FROM: Daniel Pearce
Manager, Transit and Planning

FILE: 2240-20-PTA/PTIP

SUBJECT: Public Transit Agreement and Public Transit Infrastructure Grants

PURPOSE

To present an update on the use of funds received for transportation related projects under the Federal Gas Tax Transfer program and to ratify the recommendation to use the funds for alternate purposes.

BACKGROUND

In 2007 the Regional District of Nanaimo (RDN) received funds under two of the Federal Gas Tax Transfer Programs - the Public Transit Agreement (PTA) and the Public Transit Infrastructure Funding Program (PTIP). The total received was \$1,777,838. To date the funds have been applied to:

- upgrade bus shelters at RDN’s main exchanges \$260,330
 - construct new transit exchange at Vancouver Island University..... \$567,779
 - replace three (3) transit pool vehicles with Smart Cars..... \$ 42,210
 - upgrade Prideaux Street exchange \$133,207
 - purchase new Custom transit service dispatching software \$248,695
 - priority signaling \$ 37,342
- \$1,298,355

The remaining project was the installation of priority lighting signals at major intersections in the City of Nanaimo, valued at \$414,000. Late in 2010 a cost/benefit and pre-design study was completed for this purpose. The results indicate that at this time the expected benefits of reduced greenhouse gas emissions and improved system performance would not be achieved at a reasonable cost.

The 2011/2012 proposed operating agreement with BC Transit contains two significant cost items that were not previously anticipated - electronic fare boxes (\$297,469) and higher debt servicing costs for the expanded bus fleet (\$279,657). Staff has obtained the concurrence of both UBCM and BC Transit to apply the remaining grant funds to those items. This alternative was identified during the 2011 budget discussions and this report is intended to obtain formal Board approval for these alternative uses.

ALTERNATIVES

1. That the use of PTA/PTIP funds for electronic fare boxes and vehicle debt servicing in lieu of the priority signaling project be ratified.
2. That the use of PTA/PTIP funds for electronic fare boxes and vehicle debt servicing in lieu of the priority signaling project not be ratified.

FINANCIAL IMPLICATIONS

The deadline for the use of PTA/PTIP funds is March 31, 2011. If the funds are not used before March 31, 2011 the RDN would be required to return the funds. At present there are no alternative capital projects that can be completed within the deadline. The electronic fare boxes and the vehicles have been purchased by BC Transit and the transfer of funds for the RDN's share will meet the terms of the program. Staff recommends ratifying the decision to use PTA/PTIP funds for electronic fare boxes and vehicle debt servicing in lieu of the priority signaling project.

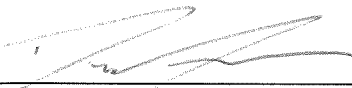
SUMMARY/CONCLUSIONS

In 2007 the RDN received \$1,777,838 under two of the Federal Gas Tax Transfer Programs. To date \$1,298,355 has been expended on eligible projects. The remainder, including interest earned to date, is \$577,126. One of the last projects to be completed was the installation of priority signaling equipment at major intersections in the City of Nanaimo, valued at \$414,000. A pre-design study completed late in 2010 indicated that the benefits of reduced greenhouse gas emissions and more efficient system performance would not be achieved at a reasonable cost. Staff has subsequently reviewed the Annual Operating Agreement with BC Transit and recommends applying the remaining funds to pay for electronic fare boxes (\$297,469) and debt servicing on vehicles, which have expanded the region's transit fleet (\$279,657). Agreement has been obtained from both UBCM and BC Transit.

The use of the remaining funds is time limited. The funds must be fully committed to completed projects on or before March 31, 2011. The fare boxes and vehicles have been purchased by BC Transit, making the application of the funds to those items eligible under the agreement. There are no other transit related capital projects that can be completed before March 31, 2011. Staff recommends ratifying this alternative use.

RECOMMENDATION:

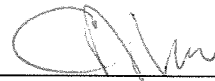
That the use of PTA/PTIP Federal Gas Tax Transfer Program funds for electronic fare boxes and vehicle debt servicing in the amount of \$577,126, in lieu of the priority signaling project, be ratified.



Report Writer



General Manager Concurrence



CAO Concurrence